



37th FIG TRAMPOLINE GYMNASTICS WORLD CHAMPIONSHIPS

Birmingham (GBR)
9 – 12 November 2023



WORK PLAN

1. TABLE OF CONTENTS

Contenu

1. TABLE OF CONTENTS.....	2
2. FOREWORD.....	3
3. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)	3
4. LOCAL ORGANISING COMMITTEE (LOC)	4
5. PROGRAMME	7
6. PARTICIPATION RIGHT and ACCREDITATIONS	9
7. INSURANCE.....	11
8. REGISTRATION CHANGES	12
9. VENUE.....	12
10. TRANSPORTATION and VISA	12
11. ACCOMMODATION	13
12. MEALS.....	13
13. FAREWELL BANQUET	13
14. TRAINING.....	14
15. WARM-UP	14
16. COMPETITION	14
17. KISS & CRY.....	15
18. FIG CERTIFIED APPARATUS	15
19. JUDGES' PANELS, SUPERIOR JURY and JURY of APPEAL / COMPETITION SUPERVISORY BOARD ..	16
20. SCORING	17
21. INQUIRY	17
22. CEREMONIES.....	17
23. MEDICAL SERVICES.....	18
24. SAFEGUARDING	18
25. COVID-19 Measures	18
26. DOPING CONTROLS and THERAPEUTIC USE EXEMPTIONS.....	19
27. PRIZE MONEY	19
28. MEETINGS and INSTRUCTIONS.....	19
29. ROUND TABLES	20
30. MEDIA and TV	21
31. GYMNASTICS AMBASSADORS	23
32. USEFUL INFORMATION	23
33. SUMMARY OF REMAINING DEADLINES	24
List of Appendices	24

2. **FOREWORD**

This work plan for the **37th FIG Trampoline Gymnastics World Championships** in Birmingham to be held from 9 until 12 November 2023 has been developed between FIG Headquarters, the FIG TRA-TC and the Local Organising Committee (LOC) in accordance with the following FIG regulations and rules (as valid in 2023):

- Statutes
- Code of Ethics
- Technical Regulations
- Judges' Rules (General and Trampoline Gymnastics Specific)
- Trampoline Gymnastics Code of Points
- Trampoline Gymnastics Newsletters
- Apparatus Norms
- Advertising and Publicity Rules
- Rules for Accreditation
- Medical Organization of the FIG Competitions and Events
- FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events
- Anti-Doping Rules
- Regulations for Award Ceremonies
- Media Rules
- License Rules

and subsequent decisions of the FIG Executive Committee and TRA Technical Committee.

All participating Federations commit to respect the FIG Statutes and all FIG rules and regulations, especially with regards to the age and nationality of the gymnasts as well as the respective regulations concerning "Insurance" (Art. 11.6 of the Technical Regulations).

Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, non-refundable entry fee, etc) and the LOC will not be allowed to participate in these World Championships.

The official language of these World Championships will be English. Interpretation from and into any other language must be organized by the Delegations. Announcements will be made in English.

This Work Plan is available in English ONLY.

If there are any changes, a revised work plan, starting order(s), and schedules will be sent to the Head of Delegations via email addresses and WhatsApp numbers provided at the Accreditation. This information will also be regularly updated on the Delegations Microsite.

The Head of Delegation/delegation members have to bring his/her/their own work plan and all appendices.

These WCH are also part of the gymnasts' qualification for the [Olympic Games Paris 2024 \(FRA\)](#).

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

Contact persons: Rui VINAGRE and Alexandre COLA

Avenue de la Gare 12A

CH-1003 Lausanne

SWITZERLAND

Telephone General: +41 21 321 55 10

Telephones Direct: R. VINAGRE: +41 21 321 55 32 / A. COLA: +41 21 321 55 18

Fax: +41 21 321 55 29

E-mail: rvinagre@fig-gymnastics.org and acola@fig-gymnastics.org

Website: www.gymnastics.sport

FIG OFFICIALS

President	Morinari WATANABE
Jury of Appeal and Competitions' Supervisory Board President	Ali AL-HITMI
Jury of Appeal and Competitions' Supervisory Board Member	Alejandro PENICHE
Anti-doping, Medical and Mental Health Commission President	Yasunobu IWASAKI
Anti-doping, Medical and Mental Health Commission Member	Jean Bosco MPATSWENUMUGABO
Secretary General	Nicolas BUOMPANE
Apparatus Commissioner	Jakob RAAB

FIG TRAMPOLINE TECHNICAL COMMITTEE (TRA-TC) and SUPERIOR JURY

TRA-TC President	Christophe LAMBERT
TRA-TC 1 st Vice-president	Tatiana SHUYSKA
TRA-TC 2 nd Vice-president	Miguel VICENTE MARIÑO
TRA-TC member	Mariela STOYCHEVA
TRA-TC member	Dmitri POLIAROUSH
TRA-TC member	Xing LIU

FIG TRAMPOLINE ATHLETES' REPRESENTATIVE

Athletes' Representative	Rosannagh MACLENNAN
--------------------------	---------------------

FIG STAFF

TRA Sports Manager	Rui VINAGRE
Sports Manager	Alexandre COLA
FIG Head of Communications	Paul O'NEIL
TV & Marketing Manager	Carolina VELA
TV Coordinator	Laura MERRIN
FIG Editor	Blythe LAWRENCE
FIG Official Photographer	Volker MINKUS

TV – HOST BROADCASTER

Host Broadcaster	TV Director	Kate MCKEAG
	Host Broadcast Producer	Vicky COTTON
	International Broadcast Liaison	Alex HARRIS

SWISS TIMING – IRCOS

Swiss Timing Team Leader	Christophe PITTET
--------------------------	-------------------

4. LOCAL ORGANISING COMMITTEE (LOC)

BRITISH GYMNASTICS

Ford Hall

Lilleshall Nat. Sports Centre

NR NEWPORT SHROPS

TF10 9NB

Great Britain

E-mail: performance@british-gymnastics.org

LOCAL ORGANISING COMMITTEE

Contact person: Mr. Dom Elsom
Birmingham City Council,
Council House, Victoria Square,
Birmingham, B1 1BB,
Great Britain

E-mail (for general inquiries):_

info@wtgc2023.com

E-mail (for accommodation & transport):

Trampoline@cseplc.com

Website:

www.worldtrampolinegymnastics2023.com

LOCAL ORGANISING COMMITTEE OFFICIALS

Chair of the Board	Councillor Sharon THOMPSON
Championships Director	Dom ELSOM
Head of Sport	Matthew GREENWOOD
Head of Operations	Laura DENHAM
Head of Marketing & Communications	Nasima HUSSAIN
Competition Manager	Emma BURTON
Sport Services Manager	Mindy DAVIES
Ceremonies Manager	Michelle OAKES
Head of Press	Claire BROWNING
Chief Medical Officer	Kenny DUFFY
Head Physio	Laura HANNAH
Accreditation Manager	Emma RANKIN
Transport & Accommodation Manager	Nicola BOYLE
Safeguarding Officer	Aaron PRIOR
Health & Safety Manager	Dan JONES

LOC Office & Sport Information Center & Desk (SID)

The LOC Office (Arena Floor Level) and Sport Information Desk - SID (Training Hall Level) will be located at the competition venue and will be in operation from November 6th until November 12th, 2023. It will be open approximately 30 minutes before the start of the first training and 30 minutes after the last training / competition session.



The LOC phone number is as follows: +44 (0) 121 335 8516 or +44 (0) 121 335 8501

Emergency number (out-of-office hours): +44 (0) 7462 667932

Delegations' Mail Boxes will be set up at the SID.

A special "Mail Box" authority card will be issued during accreditation to each Head of Delegation or his/her representative. This card must be shown by the Head of Delegation or his/her Representative when collecting new information from their Delegation' Mail Box. The Delegation member designated to collect the information from the Delegation' Mail Box will be required to sign each time he/she collects a document.

No hard copies of any documents (start list, results & other relevant documents) will be available for distribution. The relevant documents will be distributed electronically via Swiss Timing.

All STARTING ORDERS, intermediate RESULTS and FINAL RESULTS' BOOK will be sent ONLY via email to the National Federations' official email and Head of Delegations' (or his/her representative) email. Delegations will be requested to inform the LOC about the correct email address upon arrival.

In addition, all the necessary information will be communicated via WhatsApp group (mobile phone numbers of HoD will be collected for this purpose). Information desks and boards, including transport, will also be set up at each official hotels' lobby.

Delegations Microsite

All of the information relating to the event will be available on the dedicated delegations microsite:

[Delegation Microsite](#)

This will include the following information:

- Competition Schedule
- Warm up and Training schedules
- Results
- Important updates and News
- Contact Details
- Tourist information
- Venue Information
- Safeguarding information

National Federations are strongly encouraged to distribute this website address to their delegation members.

However, please note that the site is not intended to be used by the public or spectators.

Liaison Officers

The Official Language will be English. Interpretation from and into any other language must be organized by the Delegations.

5. PROGRAMME

Monday, November 6th, 2023		
All day	Arrival of Delegations	Accreditation Centre
09:00 – 19:00	Accreditations	Training Hall
17:30 – 18:30	Free training in the Training Hall	
	National Federation Medical Personnel Welcome Meeting	Meeting Room
Tuesday, November 7th, 2023		
All day	Arrival and Accreditation of Delegations	Accreditation Centre
08:30 – 19:45	Training as per Schedule	Training/Warm-up/FOP
<i>After training</i>	Athletes' portrait photo session	<i>(near FOP)</i>
10:00 – 11:00 after OM	Orientation Meeting (OM) <i>Deadline to submit Competition Cards (right after OM)</i>	Meeting Room Sports Information Centre
after OM	Head of Delegation Welcome Reception	Quartz Lounge
Wednesday, November 8th, 2023		
08:30 – 19:45 <i>After training</i>	Training as per schedule Athletes' portrait photo session	Training/Warm-up/FOP <i>(near FOP)</i>
09:30 – 11:00	TRA TC Round Table	Meeting Room
11:30 - 12:30 <i>(tbc)</i>	Athletes' Meeting	Meeting Room
13:00 – 14:00	Judges Information Meeting JEP (refer to #29)	Meeting Room
14:00 – 15:30	Judges' meeting TRA (instruction and draw)	Meeting Room
<i>followed by</i>	Judges' instruction by Swiss Timing (TRA)	FOP
15:45 – 16:45	Judges' meeting TUM (instruction and draw)	Meeting Room
<i>followed by</i>	Judges' instruction by Swiss Timing (TUM)	FOP
17:00 – 18:00	Judges' meeting DMT (instruction and draw)	Meeting Room
<i>followed by</i>	Judges' instruction by Swiss Timing (DMT)	FOP
Thursday, November 9th, 2023		
09:00 – 09:30	Judges Briefing (TRA & TUM)	Meeting Room
09:30 – 10:00	<u>Opening Ceremony</u>	FOP
10:00 – 18:00	Open Training	Training Hall
	<u>Qualifications – Q1</u>	
10:00 – 20:30	TRA Men & TRA Women	FOP
10:00 – 16:00	TUM Women	FOP
15:00 – 15:30	Judges Briefing (DMT)	Meeting Room
16:00 – 20:30	DMT Men	FOP

Friday, November 10th, 2023		
09:00 – 19:00	Open Training for Q2 and Finalists	Training Hall
09:00 – 09:30	Judges Briefing (TRA, TUM & DMT)	Meeting Room
	<u>Qualifications – Q1</u>	
10:00 – 14:00	SYN Women, SYN Men & DMT Women	FOP
10:00 – 15:00	TUM Men	FOP
	<u>TUM and DMT Team Finals</u>	
15:30 – 16:00	TUM Women Team Finals	FOP
16:03 – 16:33	DMT Men Team Finals	FOP
16:43 – 16:58	Award Ceremony TUM Women, DMT Men Teams	FOP
17:08 – 17:38	DMT Women Team Finals	FOP
17:41 – 18:11	TUM Men Team Finals	FOP
18:21 – 18:31	Award Ceremony DMT Women, TUM Men Teams	FOP
	<u>Qualifications – Q2</u>	
18:45 – 19:55	SYN Men	FOP
Saturday, November 11th, 2023		
09:00 – 19:00	Open Training for Q2 and Finalists	Training Hall
09:00 – 09:30	Judges Briefing (TUM & DMT)	Meeting Room
	<u>Qualifications – Q2</u>	
10:00 – 11:00	TUM Women / DMT Men	FOP
11:00 – 12:00	DMT Women / TUM Men	FOP
11:00 – 11:30	Judges Briefing (TRA)	Meeting Room
	<u>Qualifications – Q2</u>	
12:00 – 13:00	TRA Women, TRA Men	FOP
	<u>DMT and TUM Finals</u>	
13:15 – 13:45	DMT Men Finals (F1 & F2)	FOP
13:48 – 14:18	TUM Women Finals (F1 & F2)	FOP
14:21 – 14:51	DMT Women Finals (F1 & F2)	FOP
14:54 – 15:24	TUM Men Finals (F1 & F2)	FOP
15:34 – 16:04	Award Ceremony TUM M/W and DMT M/W	FOP
	<u>TRA Team Finals</u>	
16:15 – 17:00	TRA Women Team Finals	FOP
17:03 – 17:48	TRA Men Team Finals	FOP
17:58 – 18:18	Award Ceremony TRA Teams M/W	FOP

Sunday, November 12th, 2023		
09:00 – 14:30	Open Training for Finalists	Training Hall
09:00 – 10:30	FIG President Round Table	Meeting Room
10:30 – 12:00	Round table: Medical aspects and fight against Doping	Meeting Room
11:00 – 11:30	Judges' Briefing (TRA)	Meeting Room
12:00 – 12:30	SYN Finals SYN Women Finals	FOP
12:33 – 13:03	SYN Men Finals	FOP
13:10 – 13:40	TRA Finals TRA Women Finals	FOP
13:43 – 14:13	TRA Men Finals	FOP
14:23 – 14:53	Award Ceremony SYN Women, SYN Men, TRA Women, TRA Men	FOP
14:25 – 14:50	Judges' Briefing (TRA / TUM / DMT)	Meeting Room
15:03 – 15:33	All-Around Team Finals: Round 1	FOP
15:36 – 16:06	Round 2	FOP
16:09 – 16:39	Round 3	FOP
16:49 – 17:04	Award Ceremony All-Around Team Finals	FOP
18:30	Farewell Party	Pryzm Night Club
19:30	Closing Ceremony	Pryzm Night Club
Monday, November 13th, 2023		
All day	Departure of Delegations	Hotels

Note: All timings are subject to slight alterations

6. PARTICIPATION RIGHT and ACCREDITATIONS

Participation Rights

Please refer to the directives and relevant rules in force for details on the participation rights, maximum delegation size, supplementary accreditations, payment procedures, and insurance deadlines.

In addition, a list including all medical personnel duly approved by the FIG is published on the FIG website. Medical personnel seeking accreditation for these World Championships and who are not on this list must send to the FIG office (attention Mr. Loïc Vidmer at vidmer@fig-gymnastics.org) a copy of his/her medical certificate/diploma duly translated in English or French and must complete the "Form to be accredited as Medical Doctor or Paramedical staff at FIG Events" form which can be downloaded from the FIG database after creating a profile for medical staff, (please refer to the FIG database User instructions available on the FIG administration website) as soon as possible but at the very latest at the deadline of the nominative registration. Without this document, the accreditation of the medical personnel will not be released.

Accreditation Principles

FIG Accreditation rules have to be strictly respected and applied notably as far as the number of accreditations and Transferable Access Cards (TAC) per federation is concerned. The accreditation identifies individuals in good standing from FIG affiliated federations participating in the event. It indicates and defines individuals' right to access to the different zones as per their functions. All participants and officials are required to wear their Accreditation Card at all times.

The accreditation is personal, non-transferable and compulsory to have access to the training and competition halls, the official functions and the transport system of the LOC (if applied). 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 the appropriate delegation member's transferable access card. The accreditation card is also necessary to pass the security controls and have access to lunch and dinner (if applies).

Accreditations for the World Championships will not be valid for the World Age Competitions

Any misuse of an accreditation (zone, time, transfer, etc.) will lead to the immediate withdrawal of the accreditation and a fine of CHF 2500.- per case to the respective federation. Further steps are possible (e.g. case to be submitted to the Gymnastics Ethic Foundation).

In case of lost or stolen accreditation, the LOC must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (refer to the directives for the price).

The accreditation procedure will only be dealt and accepted from delegations by the Head of Delegation, the Team Manager or any other person with the Appendix 6 duly filled, stamped and signed by the National Federation President or Secretary General.

Transferable access cards (TAC)

The TACs are only transferable within the NF's official delegation and appropriate function. They can only be used in conjunction with the primary accreditation card.

Lost or stolen transferable cards shall not be replaced.

No additional accreditations may be issued without the prior approval of FIG (for changes after the on-line nominative registration (please refer #8)).

Accreditations will not be delivered unless all financial, organizational and insurance obligations have been met.

If a delegation decides to complete the accreditation procedure at another moment, the LOC will try to help as soon as possible. The LOC however will give priority to those countries who arrive at the agreed time and those delegations who fulfilled their financial obligations.



If the accreditation info has not been submitted as per instruction by 11th October at the latest, there will be a charge of GBP £20 for each photo taken at the accreditation center. The member's profile made without pictures will not be handled with priority. You may wait at the accreditation center.

The FIG will be providing the LOC with the accreditation photos for following groups, so photos for these delegation members are not required:

- Gymnasts
- Coaches
- Medical Personnel
- Judges

Each Federation must upload a picture online for all other members of the delegation to the LOC via the online form, which has also already been sent to the NF email address. These include:

- Head of Delegation
- Head of Delegation - NF President
- NF President
- Accompanying Person of NF President
- Team Manager

-
- Mental Health Professional
 - Guest for Delegations or VIP Guest
 - Chaperone (WAGC Only)

The online form is [here](#)

The LOC will contact the Federations which have not completed the procedure.

The picture requirements are as follows:

- Colour portrait photo
- Naming Convention: country code_surname_firstname, for example: *GBR_Smith_John*
- File format: .jpg ONLY
- Dimensions: Min 150 x 180 Pixels to Max 1500 x 1800 Pixels or 35mm x 45mm
- Max file size 2MB

Control and Distribution of the Required Material

Upon accreditation Heads of Delegations or their substitutes (max 2 persons) will be requested to:

- check the correct names of their complete Delegation members
- present to the LOC the valid passport of all Delegation Members for proof of identity and Nationality if not already submitted via email.
- confirm the NF contact details onsite (e-mail and mobile phone) for proper delivery of the gymnasts' start lists, judges' lists and results)
- prove of the fulfilment of all financial obligations to the LOC and finalize the necessary payments if needed (i.e. insurance, additional accreditation, etc.)
- verify the accommodation and meal requirements
- verify the return flight schedules
- confirm the accuracy of the Federation's National Anthem and National Flag presented by the LOC, and sign the relevant form
- hand in 1 copy of each of the official forms for Difficulty - Competition Cards (Appendix 4) as follow:
 - **IND and SYN:** Q1 + Q2
 - **TUM / DMT:** All exercises for Q1 + Q2 + Individual Finals.

Other Competition Cards must be returned to LOC (SID) within one hour after the respective Qualifications – Q1 and/or Q2, at the latest. For any details regarding the Competition Cards, please refer to #7 of the relevant Code of Points.

At accreditation, LOC will also distribute and display information regarding the gymnasts' safeguarding plan.

The National Federations are requested to send passport copies of each member of their delegation to the LOC via mail: info@wtgc2023.com

The LOC will contact the Federation which have not finalized the procedure.

Delegation Seating

Delegations are requested to use only the appropriate area – Zone 6.

7. INSURANCE

Please refer to the directives for details on the insurance coverage. Please also refer to the document "FIG IMSSA Health insurance info Athlete Judges Experts 21-24" published on the [FIG website](#). The National Federations are requested to send copy of their own insurance to the LOC via mail: info@wtgc2023.com

8. REGISTRATION CHANGES

Refer to FIG TR Section 4 Art. 5 for details on the provisions regarding registration changes. Request for modifications must be submitted **online** via the respective **e-Form**. A link with a personal login and password will be sent by the FIG IT Department to each participating NF in order to access the system from **12 October 2023 until 11 November 2023**.

Please note that access will be given to the national affiliated federation, who is responsible to forward it to the HoD on site, if needed.

9. VENUE

For general layout of the Offices and “back of the house”, Training and Warm-up area, Field of Play (FOP), please refer to Appendix 1.

10. TRANSPORTATION and VISA

Please refer to the directives for details on Visas, International Transportation, Local Transportation, Shuttle Services and Deadlines. For earlier or later departures, please contact directly the LOC (trampoline@cseplc.com) in order to discuss the local transportation possibilities.

Arrivals

The LOC personnel will be present at all arrival points with greeting signs to welcome the Delegation members. Delegations will be requested to make their ways to meet with them.

Upon arrival, all the delegations will be informed of the time of accreditation assigned for them according to the Accreditation schedule made by the LOC.

Departures

If entitled, transportation will be coordinated by the LOC from the official hotels to the departure area based on the information collected from the Delegations and confirmed by the Head of Delegation during the accreditation. A detailed schedule for departures will be displayed on the board at the official hotels and will be sent to the delegations by email.

Accreditation cards will not give the possibility to use the public transports in Birmingham.

Transport Office and Phone Numbers

Transportation Managers will be present at the SID and at the pick-up/drop off areas.

The transport office phone numbers (printed on the back of each delegate's accreditation card) are:
+44 (0) 7796 171 342 or +44(0) 7793 156365

Accredited delegations who will arrive and depart on the official arrival and departure dates and has given the detailed information to LOC, will be provided with local transport from Birmingham International Airport (BHX) to the official hotels based on the information received.

The LOC will contact the Federation which have not finalized the procedure.

This service will be guaranteed by the LOC. Upon receipt of the travel information, further instructions will be provided to the Delegations as required.

For those Delegations or member of Delegations that do not arrive on the official arrival day as mentioned on the general schedule, upon request, the LOC may arrange additional transportation at their own cost. Please, contact the LOC for additional information (trampoline@cseplc.com).

Due to the close proximity of the official hotels and the venue, it is not envisaged that a bus shuttle will be in operation, as walking will be the quickest option to get to the venue. However, should any delegation members have specific accessibility needs, then please contact the LOC as soon as possible, so that special arrangements can be made.

11. 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 information to the LOC.

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.

Check-in time at official hotels is 15:00.

The check-in times of the respective hotels must be strictly respected.

Check out Procedures

All extra services at the hotel should be paid by the delegations during the check-out. Delegations will be responsible for all extra costs incurred.

The check-out time at official hotels is 12:00.

The LOC recommend to do the respective check out at least one hour before the scheduled transportation to the airport.

12. MEALS

Please refer to the Directives for details on the prices, reservations, arrangements, payments procedures as well as cancellation policy, including deadline for submission and payment.

The LOC will contact the Federation which have not finalized the procedure.

Breakfast (included in the price of each of the official hotels), lunch and dinner will be served in accordance with training and competition schedules as per the following meal timing provided that the delegations sent their meal request on due time:

At the official Hotels:

- Breakfast from 06:30 to 09:30 on weekdays
- Breakfast from 07:00 to 11:00 on weekends

At the official Hotels:

- Dinner from 18:00 to 22:00

At the Arena:

- Lunch from 12:00 to 15:00

As delegations who booked their meals through the LOC will receive meal cards which will issued at accreditation. These will be validated at the dining room.

The LOC will provide the Delegations with free water in the training and in the warm-up hall. Delegations are requested to provide plastic re-fillable water bottles for all of their delegation members. Bottles will not be available at the venue. The LOC will provide the judges with refreshments throughout the event.

13. FAREWELL BANQUET

The farewell banquet will take place at "Pryzm" night club, which is located close to all of the delegation hotels.

This party will commence at 19:00 (doors opening at 18:30) and will incorporate the Closing Ceremony for the event and flag hand over to the LOC of the next World Championships (*if any*).

Invitations to those who have booked their accommodation through the LOC will be issued to the Head of Delegation during the event and will be needed to enter Pryzm, in addition to event accreditations.

A substantial “street food” buffet will be served at the party for all attendees.

Two complimentary drinks from an agreed selection will be available for attendees followed by the option to purchase further drinks from the bars. Water will be freely available.

Alcohol will be available within restricted areas of the venue and will be closely controlled. A valid form of identification (includes a passport, driving license or proof of age card with PASS hologram) will be required for proof of legal age.

Further details of the Farewell banquet will be issued to the Heads of Delegation during the event.

14. TRAINING

Official training schedules

Please refer to Appendix 2.

The training schedules for the event can be adjusted after the Nominative deadlines.

After the Qualifications – Q1, training will be only available to those who have qualified for the Q2 and/or finals.

Changes to the official scheduled training hours will not be accepted and delegations must respect the designated training times and the allocated areas.

15. WARM-UP

For the Qualifications (Q1 / Q2) and Finals, in addition to the allocated warm-up time in the warm-up area, a one (1) touch of maximum 45 seconds warm-up (TRA) / 1 exercise warm up (TUM & DMT) will be granted to each gymnast on the competition equipment (according to 12.1 of the CoP).

For the All-Around Team Final there will be NO warm up exercise. Competition will start immediately after the march-in of the Finalists.

Please note that gymnasts abusing the right to warm-up may receive a penalty according to the relevant Code of Points 2022-2024.

16. COMPETITION

The Competition Manager and Field of Play team will be in charge of the competition, warm-up, and training areas. All instructions given by them must be strictly observed, especially during TV broadcast (i.e. in relation with the marching in and out, Score Zone (Kiss & Cry), etc.).

Warm up area

Access to the warm-up areas will be limited to the gymnasts and officials who are scheduled to train at that time. The number of persons who have access to the warm-up areas (HD with a TAC) will be strictly limited in accordance with the FIG Accreditation rules. Other delegation members or additional persons will not be allowed to enter the warm-up area.

Announcements, Roll Calls and March-in

During the competitions, the announcements will be made in English.

The first roll call will be conducted in the warm up hall 10 minutes prior to the start of the respective competition. The second roll call will be conducted at the entrance of the competition hall 5 minutes prior to the start of the respective competition. The gymnasts must remain in position and may not leave within these 5 minutes.

For march-in, the gymnasts are required to wear their competition attire.

The competitions will be held in accordance with the 2023 FIG Technical Regulations including Section 4 for Trampoline Gymnastics and FIG Trampoline Gymnastics Code of Points.



Please note that at these World Championships, the start signal for the gymnasts (according to §13.1 in the CoP) is when the Chair of Judges Panel give permission to start, after the name of the gymnasts is announced by the speaker.

Competition

Based on the Definitive Registrations and in accordance with the FIG Technical Regulations, the gymnasts' drawing of lots was conducted on August 16th, 2023 in Lausanne by the FIG Trampoline Gymnastics Technical Committee President – Christophe LAMBERT and the Sports Events Manager - Rui VINAGRE.

The FIG, in consultation with the TRA TC and the LOC reserves the right to apply adjustments to the starting order should the nominative registrations received generate organizational problems in terms of training, warm-up and competition schedules.

Team Finals (TRA/TUM/DMT)

The names and order of performance for the Team Finals must be submitted **online** via the respective **Form**. A link with a personal login and password will be sent by the FIG IT Department to each participating NF in order to access the system.

Specific Competition Cards will be available at the SID.

Reserve individual gymnasts and teams

Reserve individual gymnasts and team are designated, taking into account the list of results of the Qualification.

Individual reserves and 1st reserve team must be prepared to compete and present in the training hall in case they are called upon. They will be entitled to use the Training Hall until the start of the respective Final. If called upon, a reserve works in accordance with the order of the gymnast / team replaced.

Competition Schedules

Please refer to Appendix 3.

17. **KISS & CRY**

Each apparatus will have a "Kiss & Cry Zone" (K&C) where all of the gymnasts in flight will be seated together.

When a gymnast has completed their routine and they return to the (K&C), they are requested to sit in the area where the backdrop showing the sponsor logos is situated to receive their score.

18. **FIG CERTIFIED APPARATUS**

Trampolines:

Manufacturer Supplier	Eurotramp
Trampolines	FIG ID: 610
Spotter Mats	FIG ID: as FIG norms, without certificate
HDMD	FIG ID: 269
Safety Mats	Gymnova: FIG ID: 162

Tumbling Tracks:

Manufacturer Supplier	Skakun / Gymnova:
Track	Skakun FIG ID: 465
Landing Area	FIG ID: as FIG norms, without certificate
Springboard	FIG ID: 580 & 581

Double Mini-Trampolines:

Manufacturer Supplier	Eurotramp:
DMT	FIG ID: 493
Spotter Mats	FIG ID: <i>as FIG norms, without certificate</i>
Landing Area	FIG ID: 566

19. JUDGES' PANELS, SUPERIOR JURY and JURY of APPEAL / COMPETITION SUPERVISORY BOARD**Superior Jury**

The Superior Jury (per event) will consist of the Technical Committee President - Mr. Christophe Lambert as President of the Superior Jury and three TRA-TC members, and/or appointed Judges of cat. 1 and 2.

TRA TC Members:

- Tatiana Shuyska
- Miguel Vicente Mariño
- Mariela Stoycheva
- Dmitri Poliaroush
- Liu Xing

Judges (All)

Judges are requested to arrive in Birmingham the day before the Judges' Instruction and to be available until the last day of the competition. Judges not taking part at the Judges' Meetings/Judges' Briefings will not be able to integrate the panels.

All judges will be "labelled" according to their nationality, i.e. they are presented as representing their NF on the scoreboards, on printed judges' lists and results, in TV graphics, etc.

Chairs of Judges Panels

The Chairs of Judges' Panels will be nominated on site by the TRA-TC and will be made public at the Judges' Meeting.

Difficulty and Execution judges

All D and E Judges for the respective Qualification Rounds will be drawn during the Judges' meeting on November 8th, 2023.

In the draw of judges for the finals, if possible, only E judges whose federations are not represented in the final will participate.

For all draws, priority will be given to the highest ranked judges present at the competition.

Jury of Appeal / Competitions' Supervisory Board

The Jury of Appeal is:

- Ali AL-HITMI (President)
- Alejandro PENICHE (Member)

and a third person (member) to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the judging process of the apparatus concerned will be nominated.

20. SCORING

Swiss Timing will provide the official scoring equipment for these World Championships. The Swiss Timing equipment will be used for the data management of the list of participants, start lists, judges' assignments as well as scores and results.

The IRCOS system will be used in accordance with FIG Rules.

21. INQUIRY

As per Art. 8.5 of the TR, inquiries for the difficulty scores are allowed, provided that they are made verbally immediately after the publication of the score or at the very latest before the score of the following individual gymnast or pair is shown. For the last individual gymnast/pair of a group, this limit is one minute after the score is shown on the score board.

The person designated to receive the verbal inquiry (Inquiry Officer) has to note the time of receiving it and this starts the procedure. Only the accredited coaches in the competition area are entitled to submit an inquiry. The expected score **must** be mentioned on the inquiry form for the inquiry to be accepted. An area close to the Score Zone (Kiss & Cry) where the coach of the competing gymnast can see the score of the exercise will be designated. Late verbal inquiries will be rejected.

A National Federation is not allowed to complain against a gymnast from another federation. Inquiries for Execution scores are not allowed.

The inquiry must be confirmed as soon as possible in writing but within 4 minutes at the latest after the verbal inquiry and requires an agreement of payment of CHF 300.- for the first inquiry, CHF 500.- for the second inquiry, CHF 1'000.- for the third and all subsequent inquiries, lodged by the same Federation throughout the World Championships (and not starting from "1" at each competition phase). **Federations shall not pay cash as cash money is not allowed on the FOP.**

Should the inquiry not be confirmed in writing within 4 minutes, the procedure becomes obsolete.

Every inquiry must be examined by the Superior Jury and a final decision which may not be appealed must be taken at the very latest:

- at the end of group for the Qualifications
- before the score of the following individual gymnast/pair is shown for the Finals

After review of the inquiry, should the final score be higher, this sum will not be invoiced by FIG to the Federation. However, should the final score remain unchanged or be lower, the sum will be invoiced and transferred to the FIG Foundation for Solidarity.

22. CEREMONIES

Opening Ceremony

Please refer to #5 *General Programme* for the date and time of the Opening Ceremony.

Further detailed information will be given during the Orientation Meeting.

The Judges', Coaches' and Athletes' Oath will be read during the Opening Ceremony according to the Technical Regulations, Reg. 7.12.

Presentation of the Finalists:

The LOC will make a presentation of the finalists (in all categories) before the respective finals. Dress code is competition attire.

More information about meeting point and circulation will be given at the orientation meeting.

Award Ceremonies

All award ceremonies will take place according to the General Programme and will be carried out in accordance with the FIG Regulations for Award Ceremonies. On the podium, awards will only be presented to the medal winners as follows:

Individual / Synchro	Individual Gymnasts / Pairs ranked 1 st to 3 rd
Teams and All-Around Team	Teams ranked 1 st to 3 rd and respective (one) coach

The gymnast(s) must be on time for the award ceremony as advised according to the schedule. A gymnast or a team who is absent with unjustified reason will be disqualified.

Dress code: National tracksuit

The national flags of the best 3 competitor(s) per category will be hoisted and the national anthem of the winner(s) will be played.

Closing Ceremony

The Closing Ceremony will take place on November 12th, 2023.

For specific timing, please refer to the general schedule. More information will be given during the Orientation Meeting.

23. MEDICAL SERVICES

The medical service is provided by the Local Organising Committee according to the Medical Organization of the FIG Competitions and Events. Kindly refer also to the insurance coverage details available at: <https://www.gymnastics.sport/site/pages/medical-insurance.php>

Upon the World Championships accreditation, the document "Medical and anti-doping practical information" will be sent to each delegation. It contains information regarding the access to medical care and mentions useful contact details in case of emergency.

While the name and address of the official hospital is written in the Directives, the official LOC Medical Doctor will be Dr. Kenny Duffy and the official FIG Medical Doctor will be Dr. Yasunobu IWASAKI, president of the FIG Anti-doping, Medical and Mental Health Commission.

All of the National Federation medical personnel are invited to a welcome and orientation meeting at 17:30, on November 6th, 2023 in the meeting room on the first floor of the arena.

The LOC medical personnel will provide information on all of the medical services that will be available at the event and also give a tour of the facilities within the venue

24. SAFEGUARDING

From the official date of arrival until the official day of departure of the event, participants (gymnasts, coaches judges and any other delegation members) have the opportunity to contact by phone, What's App or e-mail a Safeguarding Officer in case of harassment or abuse of any type or if they are worried or do not feel comfortable.

The LOC Safeguarding Officer will be:

- Aaron Prior and will be reachable from the accreditation day as well as via Phone/WhatsApp at +44 (0) 7462 672 561

The FIG Safeguarding Officer will be:

- Rosie MacLennan and will be reachable from the accreditation day as well as via WhatsApp at 0037254442282.

In addition, posters of the "10 Golden Rules of Gymnastics" – the FIG campaign to raise awareness about youth protection in Gymnastics - will be displayed in several locations, including training and warm-up halls and public zones

25. COVID-19 Measures

The LOC will ensure both that all required Government guidance and enforcement in Great Britain are in place at the event and that any enhanced hygiene measures that may be required are provided to

minimize any on-going risk from COVID-19. The LOC will keep Member Federations informed of the development of these policies and procedures as necessary as the WCH approach and the prevailing circumstances become clearer.

26. DOPING CONTROLS and THERAPEUTIC USE EXEMPTIONS

Anti-doping controls will be organized by the International Testing Agency (ITA) on behalf of the FIG and according to the current WADA Code, WADA International Standards and FIG Anti-Doping Rules.

The doping controls may take place at any time.

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

27. PRIZE MONEY

The following Prize Money (free of deductible taxes) will be transferred after the end of the WCH by FIG in CHF to the NFs' bank account concerned:

Individual: Trampoline (per medallist)	Gold	CHF 3'000
	Silver	CHF 2'000
	Bronze	CHF 1'000
Individual, Synchronised, Tumbling and Double Mini-Trampoline (per medallist)	Gold	CHF 1'500
	Silver	CHF 1'000
	Bronze	CHF 500
TRA Team (per team)	Gold	CHF 3'000
	Silver	CHF 2'000
	Bronze	CHF 1'000
TUM and DMT (per team)	Gold	CHF 2'000
	Silver	CHF 1'000
	Bronze	CHF 500

The following Additional Prize Money in USD will be allocated as follows:

TRA Team (per team)	1 st place	USD 5'000
	2 nd place	USD 4'000
	3 rd place	USD 3'000
	4 th place	USD 2'000

28. MEETINGS and INSTRUCTIONS

It is highly recommended that the Head of Delegation, the judges and any other accredited person who will follow meetings to take their personal computer and/or tablet with them to Birmingham.

Meetings may be held online and the LOC will not provide any computer/tablet.

It is therefore the responsibility of the respective person to have the necessary support to follow those meetings.

Orientation Meeting

For timing, please refer to the General Schedule.

Please note that attendance is compulsory for every delegation

The participants will be able to ask their questions at the end of the meetings as usual.

Judges may not represent their country at the Orientation Meeting.

In case a federation is composed only by a gymnast and a judge, the gymnast must attend the orientation meeting.

Important information about the organization of these World Championships will be given by the LOC and the FIG. This Meeting will be held exclusively in English. As per Technical Regulations, Section 1, Reg. 5.11. unjustified failure to attend this meeting will result in a sanction of CHF 1'000.- against the Federation to be paid to the FIG.

Judges' Meetings

Judges Information Meeting - JEP

A meeting where the Judges Evaluation Programme (JEP) is explained will take place as per general schedule.

This meeting is not compulsory, however all judges registered for these WCH are welcome.

Judges' Meetings, Draws and Briefings

The Judges' Meetings will be as per the general schedule.

All registered judges are required to take part in the judge's meetings, subsequent briefings and draws. Judges who do not participate in the judges' meetings and briefings will not be authorized to judge; they will receive warnings and possibly other sanctions as well.

The draws of the Judges' Panels for the Qualifications and Finals will be conducted by the Superior Jury. The judges must respect the FIG dress code during competition days.

Superior Jury (TC) Meeting and Video Analysis

A continued evaluation of the judge's work will be carried out by the Superior Jury. This will be done by the Judges Evaluation Program (JEP) during the competitions and by a global video analysis after the competitions by the responsible members of the Superior Jury.

Swiss Timing instruction

The scoring Instruction will be held in the Judges' Meeting Room (tbc), as mentioned in the general programme.

Judges must be present at their respective Judges' instruction as per the general schedule.

29. ROUND TABLES

Three round tables will take place.

For location and timing, please refer to the #5 General Programme, if not expressed otherwise below

FIG TRA TC Round Table (TC)

The participation is limited to two (2) persons per National Federation.

Agenda: Please refer to Appendix 5.

A link with a login and password will be sent by the FIG IT Dept. to each NF in order to access the system.

FIG President Round Table (tbc)

The FIG President Round Table will be directed by the FIG President Mr. Morinari WATANABE in the presence of FIG representatives and the TC members.

A link with a login and password will be sent by the FIG IT Dept. to each NF in order to access the system.

Medical, Anti-doping Fight and Education Round Table

The President of the FIG Anti-doping, Medical and Mental Health Commission (Dr. Yasunobu IWASAKI) invites all accredited National Federations' Medical doctors and Paramedical Staff to a round table.

This roundtable is meant to provide valuable information on medical aspects, fight against doping and education and it is **highly recommended**.

A link with a login and password will be sent by the FIG IT Dept. to each NF in order to access the system.

Athletes' Meeting

The FIG and its Athletes' Representative for Trampoline Gymnastics, Ms. Rosie MacLennan, would like to invite athletes from all participating Federations to the Athletes' Meeting to give information and to share ideas about the future of Trampoline disciplines.

Gymnasts are more than very welcome (up to a maximum of 3 per NF).

A link with a login and password will be sent by the FIG IT Dept. to each NF in order to access the system.

30. MEDIA and TV

Media representatives of FIG member federations

The FIG delivers a limited number of media credentials (max. 2 EF and 1 EFP) per federation to the communications staff of FIG member federations.

The registration timeline is **26 September to 17 October 2023**.

Media representatives as well as federations' communications staff are requested to submit their requests for media credentials during the registration period online at <https://media.gymnastics.sport>. In addition, federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org.

Late requests and incomplete registrations will not be accepted.

The FIG Accreditation Rules and Media Rules have to be strictly respected.

Media Positions

Mixed Zone

Gymnasts must exit the Field of Play through the Mixed Zone after training sessions in the competition hall and after competitions. This is where journalists collect flash quotes from the competitors.

While there is no obligation for a gymnast to STOP for interviews, it is compulsory for them to pass through the mixed zone according to the FIG Technical Regulations 2023, Reg. 4.10.15.

Federations are responsible for the proper and timely appearance of their gymnasts at press and media opportunities, such as the mixed zone and press conferences. Any federation whose athletes do not appear as stated above will be fined for each infraction. The amount of the fine has been fixed by the FIG Council in 2002 at CHF 2'000.-.

Cooperation with the press is most appreciated. To assist gymnasts to talk to the press, each participating federation may ask for one Mixed Zone Card, which allows staff to accompany gymnasts on the athletes' lane of the mixed zone. The cards are distributed onsite by the FIG Media staff.

Training halls

Media are welcome to follow training sessions before competition start from a designated area in the training halls where available.

Warm-up halls

Warm-up halls are a No Go Zone for the media. Access will not be authorised.

Training in the competition hall

All accredited media representatives have free access to the Field of Play during the training sessions in the competition hall. ENR card holders are accepted with cameras.

Kiss and Cry Area

Gymnasts are requested to go to the Kiss and Cry Area immediately after the end of their exercise. The coaches are requested NOT TO STOP the gymnasts before they are seated in the K&C.

Award ceremonies

After the playing of the national anthem, gymnasts are requested to face all directions, together, to wave to the spectators and to allow photographers to take photos of all medallists.

Opening and Closing press conferences

No opening or closing press conferences will be held at this event.

Medallists' press conferences

No medallists' press conferences are scheduled for this event.

Television

Live television production of the finals is guaranteed. Competitors are requested to strictly follow the instructions of the Local Organising Committee.

Cameras and video recording

In order to protect television rights, personal video or TV cameras and recording in the competition hall including from the spectators' **and delegation seating** is permitted solely for personal, private, non-commercial and non-promotional purposes, with the exclusion of licensing, broadcasting and / or publishing any such video and / or sound recordings including on social media and the internet.

The only exceptions are the host broadcaster, rights holders and IRCOS cameras.

All exercises will be recorded in high definition by digital video cameras (IRCOS).

Photos without flash may be taken from the seats in the competition hall. In the training and warm-up halls, coaches may only take videos of their own gymnasts.

Publicity on competition attire – National Emblems

Publicity and national identification rules on attire and equipment must be strictly respected as per the FIG Advertising Rules. As the Code of Points foresees deductions should the FIG Publicity Rules not be followed, each NF may fill in the online Publicity form if deemed necessary by **30 October 2023** in order to have it approved.

Please refer to the Directives for additional information on the Publicity Rule Chart and contact details.

Reminder National Identification:

- Must be in the form of a flag or the country name (abbreviated with FIG 3-letter federation code or in full)
- The national emblem or crest (even NOC logo) if the country has one, or its coat of arms, may be worn in addition to the required flag or country name

Athletes' images for improved sports presentation

The FIG has developed a system that allows us to use athletes' profile photos for improved sport presentation during our World Championships.

The images will be shown on the scoreboards and video screen in the competition hall, during the TV broadcast and on the [FIG website](#) as part of the athletes' biographies.

In order for us to promote your athletes and sponsors in the best possible way, an official and compulsory athlete photo session for all gymnasts will be organised during training days on **7 and 8 November**.

Photos will also be taken from the discipline's teams which will compete in the various Team events (TRA, DMT and TUM both Men and Women), we therefore ask the respective teams to come by team at their dedicated photo session times.

Your athletes are requested to wear their national tracksuit and any visible branding must meet the FIG Advertising Rules.

31. **GYMNASTICS AMBASSADORS**

Kat DRISCOLL (GBR) and Damien WALTERS (GBR) have been chosen as Trampoline Gymnastics Ambassadors for the 2023 World Championships by the Local Organising Committee in conjunction with the FIG. They will present medals and will be available for photo shoots and autograph sessions, meeting with athletes, interview requests and other activities on site.

32. **USEFUL INFORMATION**

Ticketing

The online Tickets sale are available by clicking

[World Trampoline Championships & World Age Group Competitions 2023 Tickets | Sport Dates & Tour | The Ticket Factory](#)



Currency:

The currency is the Great Britain is *Pound Sterling* (code GBP).

Power supply:

For Great Britain the plug type is, **G**.

Voltage 230 volts; frequency 50 Hz. An adapter might be needed.



Temperature

Average minimum: 4 °C

Average maximum: 10 °C

33. **SUMMARY OF REMAINING DEADLINES**

For the FIG	Deadline
Nominative Registrations	11 October 2023
Online Publicity (not compulsory)	30 October 2023
Media Accreditation	17 October 2023
TRA TC Round Table Registration	09 November 2023
FIG President Round Table Registration	10 November 2023
Medical Round Table Registration	10 November 2023
Athlete's Meeting Registration	10 November 2023

For the LOC	Deadline
Travel Schedule (Arrivals)	02 October 2023
Travel Schedule (Departures)	02 October 2023
Accommodation & Meal Costs (Final Payment)	11 October 2023
Accreditation at the charge of the Delegations	11 October 2023

Lausanne, 3 October 2023

Fédération Internationale de Gymnastique



Nicolas Buompane
Secretary General

List of Appendices

- Appendix 1: Layout of FOP, Offices and “back of the house”
- Appendix 2: Training Schedules
- Appendix 3: Competition Schedules
- Appendix 4: Competition Cards
- Appendix 5: TRA TC Round Table – Agenda
- Appendix 6: Accreditation release form

(end of document)