

**9th SENIOR AEROBIC GYMNASTICS
ASIAN CHAMPIONSHIPS**
8th – 10th June 2024
Ha Noi City, Viet Nam

DIRECTIVES

Event ID: 17681

Dear AGU affiliated Federation Members,
Following the decision of the AGU Executive Committee, Vietnam Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official AGU Event.

DISCIPLINE	AEROBIC GYMNASTICS
HOST FEDERATION	VIETNAM GYMNASTICS FEDERATION Contact Person: Mrs. Phan Thuy Linh Address: 36 Tran Phu street, Ba Dinh, Hanoi Tel/Fax: +84 243 7472078 E-mail: vngymnastics@gmail.com Website: https://vgf-gym.com/
AGU	ASIAN GYMNASTICS UNION Al-Bidda Tower, 5th Floor – Al Cornish Street, Doha 22955 Qatar Tel: +974 44944 133 Fax: +974 44944 131 E-mail: info@agu-gymnastics.com http://www.agu-gymnastics.com
LOCATION	Ha Noi City, Viet Nam
DATE	8th to 10th June 2024
VENUE	QUAN NGUA SPORT PALACE Address: 30 Van Cao Street, Ba Dinh District, Ha Noi, Viet Nam Building total capacity: Quần Ngựa Sports Palace has a 24 m x 48 m (79 ft x 157 ft) competition field surrounded by 4 spectators' stands with a total capacity of 5,500 seats  
APPARATUS SUPPLIER	Please refer to the attached apparatus list
RULES AND REGULATIONS	The competition will be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in these directives, see the SPECIAL RULES: <ul style="list-style-type: none"> • Statutes • Code of Ethics • Code of Conduct • Technical Regulations • Code of Discipline • Code of Points and relevant Newsletters • General Judges' Rules • Specific Judges' Rules • Anti-Doping Rules

	<ul style="list-style-type: none"> • License rules (except for noncompetitive events) • FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events • Medical Organisation of the FIG Competitions and Events • Media Rules • Apparatus Norms • Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules • Regulations for Award Ceremonies • Accreditation Rules <p>and subsequent decisions of the FIG Executive Committee</p>																										
<p>SPECIAL RULES</p>	<p>1. Qualifications and Finals</p> <ul style="list-style-type: none"> ▪ Qualification: The 9th Senior Aerobic Asian Championships with categories: IM, IW, MP, TR, GR, AD, AS. ▪ Qualification for Senior <ul style="list-style-type: none"> - One unit (GR, AD, AS) per category from each Federation - Two units (IM, IW, MP, TR) per category from each federation. ▪ Finals: <ul style="list-style-type: none"> - 8 best from the Qualification (maximum 2 per NF) <p>2. Award Ceremonies Only one award ceremony (per category) will be held based on the 9th Asian Aerobic Gymnastics Ranking List.</p> <p>3. Registration All competitors may only be registered by their respective AGU member Federations, using the official registration forms. See also REGISTRATION DEADLINE</p>																										
<p>FEDERATION INVITED</p>	<p>All AGU Member Federation in the Asian continent who have paid their annual membership fee for Aerobic Gymnastics as well as AGU and FIG membership fee.</p> <p>With an official letter of request to the AGU HQ, AUS and NZL are given the opportunity to participate but will not be entitled for the medals.</p>																										
<p>PARTICIPATION</p>	<p>Categories: Senior (IM, IW, MP, TR, GR, AD, AS)</p> <p>Participation is as below. Based on FIG International Events Rules, Art.2 & 3,</p> <p>“All gymnasts must have a valid FIG License until the end of the event to participate”. The Local Organizing Committee will be responsible for checking the validity of the gymnast Licenses.</p> <p>The Maximum size of the invited delegation is as follows:</p> <table border="1" data-bbox="451 1630 1417 2072"> <thead> <tr> <th></th> <th style="text-align: center;">SENIOR</th> </tr> </thead> <tbody> <tr> <td>Individual Women</td> <td style="text-align: center;">2 units</td> </tr> <tr> <td>Individual Men</td> <td style="text-align: center;">2 units</td> </tr> <tr> <td>Mixed Pairs</td> <td style="text-align: center;">2 units</td> </tr> <tr> <td>Trios</td> <td style="text-align: center;">2 units</td> </tr> <tr> <td>Groups</td> <td style="text-align: center;">1 unit</td> </tr> <tr> <td>Aerobic Dance</td> <td style="text-align: center;">1 unit</td> </tr> <tr> <td>Aerobic Step</td> <td style="text-align: center;">1 unit</td> </tr> <tr> <td>Head of Delegation</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Team Manager</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Coaches</td> <td style="text-align: center;">3 – 5</td> </tr> <tr> <td>Judges</td> <td style="text-align: center;">1-2 (Minimum one Level III or above if possible)</td> </tr> <tr> <td>Doctor / Therapist</td> <td style="text-align: center;">1 – 2</td> </tr> </tbody> </table>		SENIOR	Individual Women	2 units	Individual Men	2 units	Mixed Pairs	2 units	Trios	2 units	Groups	1 unit	Aerobic Dance	1 unit	Aerobic Step	1 unit	Head of Delegation	1	Team Manager	1	Coaches	3 – 5	Judges	1-2 (Minimum one Level III or above if possible)	Doctor / Therapist	1 – 2
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AGE LIMITS	Senior, as per FIG Technical Regulations									
REGISTRATION DEADLINES	<p>Provisional, Definitive and Nominative Registrations must be made by using the official forms. These registrations will only be accepted from AGU Gymnastics Member Federations.</p> <table border="1"> <tr> <td>Provisional registration</td> <td>8th March 2024</td> <td>3 months</td> </tr> <tr> <td>Definitive registration</td> <td>8th April 2024</td> <td>2 months</td> </tr> <tr> <td>Nominative</td> <td>8th May 2024</td> <td>4 weeks prior the event</td> </tr> </table> <p>Registration and payments made after the gymnasts drawing of lots will not be accepted and the Delegation members concerned will not be authorized to participate.</p>	Provisional registration	8th March 2024	3 months	Definitive registration	8th April 2024	2 months	Nominative	8th May 2024	4 weeks prior the event
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ENTRY FEES	<p>The non-reimbursable cost for the entry fee is of US \$50 per gymnast per category.</p> <p>The invited participating federations must pay for all entry fees. At the time of the Definitive Registration on 8th April 2024 100% of the entry fee must be paid to the LOC. The entry fee is not refundable and all the necessary bank handling costs should be paid by the participating federations.</p>									
ACCREDITATION	<p>At the accreditation, the heads of delegation must present the following:</p> <ul style="list-style-type: none"> - Passports of all the members of the delegation - Licenses for FIG competitors - One CD for each one routine - Valid Insurance <p>In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p>									
COMPETITION FORMAT	<p>The 9th Senior Asian Championship consists of Qualifications and Finals in all 7 categories.</p> <p>Participation in the Qualification:</p> <ul style="list-style-type: none"> ▪ 9 entries from 4 nations - Final 8 best gymnasts. ▪ 7-8 entries from 4 nations - Final 6 best gymnasts. ▪ 5-6 entries from 3 nations - Final 4 best gymnasts. ▪ Less than 4 entries from 2 nations - Cancel of the respective category <p>Participation in the Finals: The top eight scores (respectively 6, 4) per category from the Qualification qualify for the Finals.</p> <ul style="list-style-type: none"> - In addition, if the Organizing Member Federation has not qualified in any category, it may nominate one participation in max. 1 category of its choice. - Maximum participation in the finals is therefore 8+1 (respectively 6+1 or 4+1) participants in one category and 8 (respectively 6 or 4) in the other four categories. <p>The organizing member Federation may cancel the competition in the respective category if at the time of the definitive entry, there are less than 4 countries registered in a category.</p> <p>In case of such a cancelation, the organizing member Federation must reimburse, in full, payments made for accommodation. Should flights have to be cancelled due to the above, the risk is at the charge of the participating member Federations.</p>									

PROVISIONAL SCHEDULE	DATE	ACTIVITIES
	03/06/2023 (Sunday)	Arrival of AGU technical Committee
	04-06/06/2023 (Monday, Tuesday)	AGU AER Technical meeting
	06/06/2024 (Wednesday)	Arrival of Delegations Accreditation of the Delegations
	07/06/2024 (Thursday)	Orientation Meeting Judges Meeting Training as schedule
	08/06/2024 (Friday)	Qualifications for Age Group / Junior Training Seniors Opening Ceremony
	09/06/2024 (Saturday)	Final for Age Group/ Junior Qualifications for Seniors
	10/06/2024 (Sunday)	Final for Senior Farewell Party
	11/06/2024 (Monday)	Departure of Delegations (Optional Tours available)
MEDIA	The person in charge for the media will be the same as event manager. Our policy is basically the e-mail communication.	
MEDICAL	During all days – official trainings and competition, official medical persons who will be in the training and competition venue will be provided by the LOC.	
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 agent or the Vietnam Embassy or Consulate in your country if a visa is required for your travel to Vietnam. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 8 th April, 2024 to the LOC. Participating federations must pay for the visa of their delegation members.</p> <p>The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, the arrival and departure dates of the Delegation members as well as the city the visa application support letter must be sent to.</p>	
INSURANCE	<p>The Host Federation, the LOC, AGU and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), repatriation and the like.</p> <p>The AGU/FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and repatriation for all the members of their Delegation.</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. Please also refer to https://www.gymnastics.sport/site/pages/medical-insurance.php for additional information regarding the FIG IMSSA insurance for Athletes and Judges. The LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: 50 USD/per person/day.</p>	
SAFEGUARDING	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	

	<p>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 pay for the International travel costs of their delegation members.</p> <p>The Travel Schedule (including flight schedule) Form must be returned to the LOC by 8th May, 2024</p>														
LOCAL TRANSPORTATION	<p>From 8th May, 2024 International Airport to the Hotel transportation will be provided by LOC.</p> <p>Bus service will be available for the local transportation of all accredited persons (if applicable) from the official hotels to the training, warm-up, and competitions venues as well as to any other official activities and back as needed.</p>														
ACCOMMODATION	<p>All the rates are per person, per day, including full board.</p> <table border="1" data-bbox="453 768 1311 909"> <thead> <tr> <th></th> <th>HOTEL Cat. 1</th> <th>HOTEL Cat. 2</th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>US 180</td> <td>US 150</td> </tr> <tr> <td>Twin (2 beds)</td> <td>US 150</td> <td>US 120</td> </tr> <tr> <td>Twin (2 beds + 1 extra bed)</td> <td>-</td> <td>US 100</td> </tr> </tbody> </table> <table border="1" data-bbox="453 909 1498 1249"> <tr> <td style="vertical-align: top;">Full boards information</td> <td> <ul style="list-style-type: none"> ▪ All hotels (per person and per night, breakfast and dinner included) ▪ Lunch box in Competition hall ▪ between 8th – 10th June 2024; ▪ Hotel Cat. 2- limited number of rooms (first come first serve) <li style="padding-left: 20px;">Total: Single or Double-20 and Twin-20; Twin + extra bed: 05 ▪ Hotel Cat. 1- sufficient number of rooms </td> </tr> </table> <p>The Accommodation Form must be returned to the LOC by 8th April 2024 at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis. The invited participating federations must pay for the accommodation expenses of their delegation members. 50% of the accommodation must be paid to the LOC by 8th April, 50% remaining will be paid by 8th May together with the nominative registration.</p>		HOTEL Cat. 1	HOTEL Cat. 2	Single	US 180	US 150	Twin (2 beds)	US 150	US 120	Twin (2 beds + 1 extra bed)	-	US 100	Full boards information	<ul style="list-style-type: none"> ▪ All hotels (per person and per night, breakfast and dinner included) ▪ Lunch box in Competition hall ▪ between 8th – 10th June 2024; ▪ Hotel Cat. 2- limited number of rooms (first come first serve) <li style="padding-left: 20px;">Total: Single or Double-20 and Twin-20; Twin + extra bed: 05 ▪ Hotel Cat. 1- sufficient number of rooms
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FINAL BANQUET	<p>On 10th Jun, 2024 after the Finals, there will be Farewell Party. The LOC provides for the official delegation for FREE of charge.</p> <p>All other persons willing to attend this Banquet will be entitled to do so, provided that a request will be send in writing to the LOC via the “Meals” Form and that the amount of US \$50 per person will be paid in full to the LOC by 8th May, 2024</p>														
TECHNICAL DELEGATE	<p>TD: Ms. Tammy Yagi-Kitagawa President of FIG AER Technical Committee President of AGU AER TC Technical Committee</p>														
JUDGES AND JURIES	<p>All judges must have a current valid FIG brevet at the time of the event.</p> <p>The number of Juries (Judge’s Panel) may be decided by the Local Organizing Committee with approval of AGU which is depending on the number of participating competitors and judges.</p> <p>The Juries are set up by a draw – directed by the AGU AER TC President – from the judges present at the event. Priority will be given to the judges of the highest category.</p> <p>A jury must consist of 1 Chair of Judges Panel, 4 Artistry, 4 Execution and 2 Difficulty judges.</p>														

	<p>A federation may not have a judge on both the execution and artistic panels. The Chair of Judges Panel and the difficulty judges should also be from different federations.</p> <p>The CJP must be of Category 1.</p> <p>The Difficulty Judges must be Category 1 or 2</p> <p>The Execution and Artistry judges must be Category 1, 2, 3 (category 4 can be used only in acse of necessity).</p> <p>If, on the day of the competition, there is not sufficient number of judges in the requested categories, the Technical Delegate may take whatever action needed to secure the running of the event.</p> <p>Each participation federation must provide minimum one judge. If the federation provides two judges, thenone judge is preferred to be Category 3 and above if possible. Failure to do so will result in a fine of US \$1,000 to be paid to the Organizing Federation before 8th May, 2024;</p> <p>The Organizing Federation is responsible that there is enough FIG brevetted judges present with the appropriate category of brevet for their function.</p>																						
DOPING CONTROL	Anti-doping controls will be organized by the International Testing Agency (ITA) on behalf of the FIG and according to the WADA code, Standards and FIG Anti-Doping Rules.																						
VIDEO CONTROL VIDEO SYSTEM	The LOC prepares: <ul style="list-style-type: none"> - One business use video camera; - One PC for monitoring, for support to inquiries. 																						
BANK INFO	<p>The participating federation is responsible for covering all the bank fees in</p> <table border="1"> <tr> <td>Beneficiary's name:</td> <td>Vietnam Gymnastics Federation</td> </tr> <tr> <td>Beneficiary's address:</td> <td>No 36 Tran Phu street, Ba Dinh district, Hanoi, Vietnam</td> </tr> <tr> <td>Account No.</td> <td>289430733</td> </tr> <tr> <td>Name of Bank:</td> <td>Vietnam Prosperity Joint Stock Commercial Bank (VPBank)</td> </tr> <tr> <td>Bank's address:</td> <td>No 5 Dien Bien Phu street, Ba Dinh district, Hanoi, Vietnam</td> </tr> <tr> <td>Swift code:</td> <td>VPBKVN VX</td> </tr> </table> <p>connection with the bank transfer.</p>	Beneficiary's name:	Vietnam Gymnastics Federation	Beneficiary's address:	No 36 Tran Phu street, Ba Dinh district, Hanoi, Vietnam	Account No.	289430733	Name of Bank:	Vietnam Prosperity Joint Stock Commercial Bank (VPBank)	Bank's address:	No 5 Dien Bien Phu street, Ba Dinh district, Hanoi, Vietnam	Swift code:	VPBKVN VX										
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Sincerely yours,

January 25th, 2024 Ha Noi, Viet Nam



Mrs. PHAN THUY LINH
Vice President & Secretary General
Vietnam Gymnastics Federation