



ID 17309

**18TH FIG AER GYMNASTICS WORLD CHAMPIONSHIPS
PESARO (ITA)
27-29 September 2024**



AEROPESARO 2024

18TH FIG AEROBIC WORLD CHAMPIONSHIPS

11TH FIG AEROBIC WORLD AGE GROUP COMPETITIONS



WORKPLAN

Update 25 September, 2024

Programme

Update 21 September, 2024

Programme

Equipment

Athletes' Election

1.	FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)	3
2.	HOST FEDERATION AND LOCAL ORGANISING COMMITTEE	4
3.	PROVISIONAL GENERAL SCHEDULE	6
4.	PARTICIPATION AND SIZE OF THE DELEGATIONS	7
5.	NOMINATIVE REGISTRATIONS	8
6.	VENUE AND HALLS	9
7.	TRAINING FORMAT AND SCHEDULE	9
8.	COMPETITION FORMAT AND SCHEDULE	10
9.	CEREMONIES	10
10.	FIG CERTIFIED EQUIPMENT	11
11.	JUDGES PANELS, SUPERIOR JURY AND JURY OF APPEAL	11
12.	SCORING	12
13.	INQUIRIES	12
14.	MEETINGS AND INSTRUCTIONS	12
15.	PRIZE MONEY	13
16.	ROUND TABLE	14
17.	ELECTION OF THE ATHLETES' REPRESENTATIVE AND ATHLETES' MEETING	14
18.	GYMNASTICS AMBASSADORS	14
19.	TRANSPORTATION AND VISA	14
20.	INSURANCE	15
21.	ACCREDITATION	15
22.	ACCOMMODATION	17
23.	MEALS	18
24.	MEDICAL SERVICES AND INSURANCE	18
25.	COVID-19 MEASURES	18
26.	DOPING CONTROLS AND THERAPEUTIC USE EXEMPTIONS	18
27.	MEDIA ACCREDITATION AND ACCOMMODATION	19
28.	MEDIA POSITIONS	19
29.	PRESS CONFERENCES	19
30.	PUBLICITY ON COMPETITION ATTIRE	19
31.	ATHLETES PHOTOS FOR IMPROVED SPORTS PRESENTATION	20
32.	SAFEGUARDING AND PROTECTING PARTICIPANTS IN GYMNASTICS	20
33.	TELEVISION OPERATIONS	20
34.	BROADCASTING AND FILMING	20
35.	SPONSOR ACTIVATION AREA	21
36.	WEBSITES AND SOCIAL MEDIA	21
37.	INFORMATION PESARO	21
38.	SUMMARY OF THE REMAINING DEADLINES	21
39.	APPENDICES	22

FOREWORD

This workplan for the 18th FIG Aerobic Gymnastics World Championships (WCH) in Pesaro to be held from **27th to 29th September, 2024** has been developed between FIG Headquarters, the FIG AER-TC and the Local Organising Committee (LOC) in accordance with the following FIG regulations and rules (as valid in 2024):

- Statutes
- Code of Ethics
- Code of Conduct
- Technical Regulations (TR)
- Code of Discipline
- AER Code of Points and relevant Newsletters
- General Judges Rules
- AER Specific Judges Rules
- Anti-Doping Rules
- Licence rules
- FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events
- Medical organization of the FIG competitions and events
- Media Rules
- Apparatus Norms
- Advertising and Publicity Rules
- Regulations for Award Ceremonies
- Accreditation Rules

and subsequent decisions of the FIG Executive Committee and AER Technical Committee

All participating federations commit to respect the FIG Statutes and all FIG rules and regulations, especially with regards to the licence, the age and nationality of the gymnasts as well as the respective regulations concerning “Insurance” (Art. 11.6 of the TR).

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 (such as accommodation, meals, etc.) will not be allowed to participate in these WCH.

The official language of these WCH 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.

1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

Coordinates of the FIG

FIG – Fédération Internationale de Gymnastique

Contact persons: Mr. Alexandre Cola and Mrs. Sylvie Martinet

Avenue de la Gare 12A

CH-1003 Lausanne

SWITZERLAND

Telephone: +41 21 321 55 10 / Direct: +41 21 321 55 18 / 15

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

Website: www.gymnastics.sport

FIG Officials

President	Morinari WATANABE
Jury of Appeal and the Supervisory Board President	Ali AL-HITMI
Jury of Appeal and the Supervisory Board Member	Li Li LEUNG
Anti-Doping, Medical and Mental Health Commission Representative	Kimberly KRANZ

AER Technical Committee and Superior Jury

TC President	Tammy YAGI-KITAGAWA
TC Vice-president	Jorge FILLON
TC Vice-president	Cristina CASENTINI
TC member	Desislava BOGUSHEVA
TC member	Vladislav OSKNER
TC member	Ana MACANITA
TC member	Maria Eduarda POLI

AER Athletes' Representative	Dora HEGYI-DEMETER
------------------------------	--------------------

FIG Staff

Sports Manager	Alexandre COLA
Sports Manager	Sylvie MARTINET
Marketing, Television Manager and Coordinator	Carolina VELA
Senior Communications Manager	Meike BEHRENSEN
Editor	Blythe LAWRENCE
Official Photographer	Volker MINKUS

TV – HOST BROADCASTER

Host Broadcaster	TV Director	Federico FAZZINI
	Host Broadcast Producer and International Broadcast Liaison	Vilma RUFFINI

Swiss Timing – IRCOS

Team Leader	Romain AUBERT
-------------	---------------

2. HOST FEDERATION AND LOCAL ORGANISING COMMITTEE

Coordinates

FEDERAZIONE GINNASTICA ITALIA (ITA)

Contact Person: Ms. Teresa Marinelli
Address : Viale Tiziano 70
00196 Roma, ITALY
Tel: +39.06.879750
E-mail: segreteria@federginnastica.it | teresa.marinelli@federginnastica.it
Website: www.federginnastica.it



PESARO GYM 2019 SSD ARL

Address: Via Roma 125/F
61032 Fano, ITALY
Tel: +39.0721 283737
E-mail: pesarogym2019@securposta.net



LOC Officials

Local Organizing Committee	
President	Mila DELLA DORA
Vice President	Domenico FALCONE
Executive Director	Marco CADEDDU
Competitions` Director	Silvia TECCHI
Administration	Michela BELOGI
Head of Secretariat and Accreditation	Amarylisz WALCZ

Head of Finance	Giuliano SINIBALDI
Venue Manager	Giacomo GIARDINI
Deputy Venue Manager	Alessandro DI PRIOLO
Head of Press and Communication	Daniela MANDUCA
Head of Social Media and Marketing	Silvana CONTE
Official Doctor of the LOC	Marco ALBONETTI
Head of Security	Mauro BACCHIANI
Ceremonies' Director	Fabio GAGGIOLI
Volunteer Work Manager	Matilde BIANCHI
Sport Presentation	Pedro CANILHAS
Transportation Manager	Enrico NICOLELLI
Accommodation and Meals Manager	Amarylisz WALCZ

LOC Office & Sport Information Center (SID)

The LOC Office will be located at the competition venue and will be in operation from 24 September until 29 September 2024.

It will be open approximately 30 minutes before the start of the first training session and 30 minutes after the last training / competition session.

The LOC phone number is: +39 346 3673780

Emergency number (out-of-office hours):

- LOC phone number (above)
- 112 (European Emergency number)

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 the FINAL RESULTS BOOK will be sent ONLY to the official email address of the National Federation (NF) and head of delegation (HD) (or his/her representative). Delegations will be requested to provide the correct email addresses to the LOC upon arrival.

In addition, all the necessary information will be communicated via WhatsApp group (mobile phone numbers of HDs will be collected for this purpose).

3. PROVISIONAL GENERAL SCHEDULE (UPDATE SEPTEMBER 25ST)

Date	Event	Location	Start Time	End Time
Tuesday 24 September 2024				
	Official arrival day Accreditations (no training available)	LOC Office	All day All day	
Wednesday 25 September 2024				
	Training and podium training	Vitrifrigo Arena	08:40	17:36
	Athletes' portrait photo session	Vitrifrigo Arena	09:50	17:36
	Orientation meeting	Judges' Room	12:00	13:00
	Meeting with AER TC Continental Presidents	TC office	14:00	15:00
	Round table on Medical, Anti-doping and Mental Health	Judges' Room	17:00	18:00
	Ceremonies rehearsal	Vitrifrigo Arena	17:45	18:45
Thursday 26 September 2024				
	Training and podium training	Vitrifrigo Arena	08:40	17:36
	Athletes' portrait photo session	Vitrifrigo Arena	09:50	17:36
	Judges' instruction CJP + D	Judges' Room	13:30	14:30
	Judges' instruction A + E	Judges' Room	14:45	16:00
	Scoring system instruction	Vitrifrigo Arena	16:00	16:30
	JEP information	Judges' Room	16:30	17:30
	Athletes' meeting	Judges' Room	17:45	18:45
Friday 27 September 2024				
	Judges' briefing and draw	Judges' Room	08:30	09:30
	Qualifications Trio (TR) and Individual Women (IW)	Vitrifrigo Arena	10:00	13:45
	Opening ceremony and 8 counts	Vitrifrigo Arena	14:30	15:00
	Qualifications Individual Women (IW) and Group (GR)	Vitrifrigo Arena	15:00	16:52
	Qualifications Aerobic Step (AS) and Aerobic Dance (AD)	Vitrifrigo Arena	17:15	18:29
Saturday 28 September 2024				
	Judges' briefing and draw	Judges' Room	08:30	09:30
	Qualifications Mixed Pair (MP) and Individual Men (IM)	Vitrifrigo Arena	10:00	13:24
	Medal ceremony for team ranking	Vitrifrigo Arena	13:29	13:39
	Judges' draw for finals	Judges' Room	16:10	16:40
	Presentation of the finalists TR	Vitrifrigo Arena	16:57	17:00
	Final TR	Vitrifrigo Arena	17:00	17:26
	Presentation of the finalists IW	Vitrifrigo Arena	17:28	17:31
	Final IW	Vitrifrigo Arena	17:31	17:57
	Medal ceremony TR / IW	Vitrifrigo Arena	18:02	18:12
	Presentation of the finalists AS	Vitrifrigo Arena	18:14	18:17
	Final AS	Vitrifrigo Arena	18:17	18:39
	Medal ceremony AS	Vitrifrigo Arena	18:44	18:49
Sunday 29 September 2024				
	FIG AER TC round table	Judges' Room	10:00	11:30
	Judges' draw for finals	Judges' Room	13:00	13:45

	Presentation of the finalists IM	Vitrifrigo Arena	14:12	14:15
	Final IM	Vitrifrigo Arena	14:15	14:41
	Presentation of the finalists MP	Vitrifrigo Arena	14:43	14:46
	Final MP	Vitrifrigo Arena	14:46	15:12
	Medal ceremony IM / MP	Vitrifrigo Arena	15:17	15:27
	Presentation of the finalists GR	Vitrifrigo Arena	15:29	15:32
	Final GR	Vitrifrigo Arena	15:32	15:58
	Presentation of the finalists AD	Vitrifrigo Arena	16:00	16:03
	Final AD	Vitrifrigo Arena	16:03	16:29
	Medal ceremony GR / AD	Vitrifrigo Arena	16:34	16:44
	Closing ceremony	Vitrifrigo Arena	16:46	16:51
	Farewell	Hostaria del Castello di Gradara	20:30	23:30
Monday 30 September 2024				
	Official departure of delegations		All day	

**All timings are subject to slight alterations*

4. PARTICIPATION AND SIZE OF THE DELEGATIONS

Participation / Accreditation

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

In addition, a list including all medical staff duly approved by the FIG is published on the FIG website. Medical personnel seeking accreditation for these WCH 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 into English or French and must complete the "FIG Medical Staff – Application 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 access the training and competition halls, the official functions and the transport system of the LOC. Access to 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 TAC. The accreditation card is also necessary to pass the security controls.

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

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

In case of lost or stolen accreditation cards, the LOC and the FIG must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced (except TAC) 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 HD, the Team Manager (TM) or any other person with the Appendix 4 fully filled, stamped and signed by the National Federation President or Secretary General.

Transferable access cards (TAC)

According to FIG Accreditation Rules, coaches will need to present a TAC to access the Competition Area (Field of Play (FoP), Zone 1). HD/TM will need to present a TAC to access the Warm-up Hall (WuH, Zone 3).

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. All delegations will be allocated a number of Zone 1 and Zone 3 TACs respecting FIG Accreditation Rules.

Lost or stolen transferable cards will not be replaced.

Media accreditation

For Media accreditation, please see point 27.

5. NOMINATIVE REGISTRATIONS

On-line Nominative Registrations

Please note that the order in which the nominative entry form is completed is used to determine the place of the gymnasts, pairs, trios and groups for their country and the number in the starting order. Please refer to the drawing of lots (see Appendix 2).

The first gymnasts, pairs, trios and groups submitted will be allocated number 1, the second pairs and trios number 2 and the third gymnasts number 3. **No changes will be allowed.**

Coaches

No coaches will be accepted at these WCH without a valid coach-sport profile at the deadline of the Nominative Registration. In order to be considered, the coach-sport profile (including all relevant documents) must be submitted in the FIG Database by **14 August 2024** at the very latest (two weeks prior to the deadline for nominative registration).

Team ranking:

Reminder as per 2024 Technical Regulation, section 6, Art 3.2:

The team ranking list will be established by adding together the 5 best places (ranking):

- **the 4 best places (ranking)** from Aerobic Gymnastics: Individual Men or Individual Women, Mixed Pair, Trio, Group,
- **the best place (ranking)** from Aerobic Dance or Aerobic step.

Music

The LOC is responsible for complying with the local laws of music copyright, to obtain the broadcast and online rights, and to secure and retain all clearances required with respect to any and all music or sounds played during any phase of the event.

The ClickNClear system will be used at these WCH to upload the music of all units, to inform on the music data, and to assist NFs to ensure that all music is appropriately licenced for use in competition.

While Appendix 1 of the directives (i.e., the ClickNClear "How To" document) will guide NFs, a dedicated webinar will be made as follows:

This Webinar will take place on **20 August at 13:00 CET (Swiss time) all federations have been informed accordingly.**

The procedure to be completed by **4 September 2024** 23:59 CET at the very latest can be summarized as follows:

- The link to access the ClickNClear system for these WCH will be sent to all national federations
- NFs will be required to create an account and add their unit(s).
- NFs will be asked to upload the music for their unit(s)

- NFs will be able to provide a music license agreement and supporting information for each of their unit(s)
- Information will be given to check whether the unit's music has been properly licenced.

For technical support, contact support@clicknclear.com.

During podium training, NFs will be able to verify that the music for their units is correctly played.

Fines

The fines after missing the registration deadlines or after late registrations are as follows (as per the FIG TR, Section 1, Reg. 11.1.2):

Fine after missing the Nominative Registration deadline or after late Nominative Registration	CHF 1,000
-----------------------------------------------------------------------------------------------	-----------

Change of start list (please carefully chose the correct event on the online link)

- If a gymnast is injured or falls ill before the arrival at the place of the competition (i.e. in the period after the nominative registration until before the accreditation), they may be replaced by another gymnast (and accredited) upon arrival. The FIG and the LOC must be informed immediately via the [following link](#).
- In the case of injuries or illness between the time of accreditation and 24 hours prior to the beginning of the respective qualifications, the NF is allowed to change accreditations. The injured or ill gymnast must return his/her accreditation and another gymnast may be accredited. The FIG and the LOC must be informed immediately via the [following link](#).
- A gymnast may be replaced up to 60 minutes prior to the beginning of each phase of the competition (with medical certificate verified by the official FIG / LOC medical doctor). The substitute must take exactly the same place as the replaced gymnast. The FIG and the LOC must be informed immediately via the [following link](#).

In all above-mentioned cases, the replacing gymnast will fill the position of the replaced gymnast (in the draw/starting order).

- After 24 hours prior to the beginning of qualification, no accreditations can be changed. The 24-hour period is from the start of the day of the respective qualification.
- If an NF withdraws a gymnast/unit from the qualification round, this place in the starting order will not be taken by the next gymnast from the same NF. E.g. if NED 1 is withdrawn the NED 1 place will remain "empty".

6. VENUE AND HALLS

Competition venue details

For the general layout of the offices, seats, training area, warm-up area and FoP, please see Appendix 1.

Please note that the entire venue complex is a non-smoking area.

7. TRAINING FORMAT AND SCHEDULE

Official training schedule

The official training schedules (Appendix 3a, to be provided later) have been structured in groups and subdivisions in accordance with the TR.

Delegations must respect the designated training times and the allocated training halls.

Delegations must also **show respect to the other gymnasts sharing the same floor**.

Detailed competition schedules (Appendix 3b, to be provided later) will be sent shortly after the Nominative Registration deadline in order to respect the 10-minute rules (FIG TR Art 4.3.6).

Changes to the official scheduled training hours will not be accepted and delegations will be responsible for adhering to the official training schedules.

Access to the competition hall and to the training locations will be given only to the members of the delegation and only during their respective training times.

Judges are not allowed to access the training and warm-up halls.

During the training sessions in the training halls, athletes must use their personal 3rd copy of CDs.

Podium training

The podium training sessions will be held in accordance with the published schedules. During the podium training sessions in the official competition hall, the original music, as uploaded to the ClickNClear platform, will be played.

In order to be well prepared and not lose time, each NF is requested to fill in the attached "Order for training" form via the [following link](#) no later than the accreditation time.

Training for finalists

Training might be available only **for finalists** in the training hall on Saturday 28 September 2024.

More information will be given after the qualification.

8. COMPETITION FORMAT AND SCHEDULE

General principles

The competition director will be in charge of the competition, warm-up, and training areas. All instructions given must be strictly observed, especially during TV broadcast (i.e. in relation with Kiss & Cry etc.).

During competition on the FoP, gymnasts, coaches and judges are prohibited from using any electronic device to talk, transmit or receive messages (mobile phones, mini-notebooks, computers, smartwatches etc.) or use any camera or video device.

Drawing of lots

Based on the drawing of lots, the starting order in the different categories has been established. The starting order per gymnasts/units will be according to the nominative registrations made by the NF, where the gymnasts/pairs/groups are written down from 1 to 2 (3 for IW/IM).

This starting order will be confirmed after the arrival of the nominative registered gymnasts in Pesaro. After the qualifications, a list of the qualified gymnasts/units for the finals will be published at the SID and in the hotels and will be sent to the HD.

Starting order

The FIG, in consultation with the TC and the LOC, reserves the right to apply minor adjustments to the draw and starting order after the nominative registrations received in order to avoid competition schedules problems.

9. CEREMONIES

Presentation of nations (8 counts)

The opening performance will take place at the competition hall on the official podium **and participation is compulsory for all nations taking part in the event (no gymnasts limitation per country).**

For specific timing, please refer to the general schedule.

Dress code: national tracksuit

Participation in the rehearsal is also compulsory for all nations taking part in the event.

The nations will be presented by the competitors during 16 counts (two eights).

Further detailed information will be given during the orientation meeting.

Official opening ceremony

The official opening ceremony will take place at the competition hall on the official podium **and participation is compulsory for all nations taking part in the event.**

Dress code: national tracksuit

For specific timing, please refer to the general schedule.

Further detailed information will be given during the orientation meeting.

Presentation of the finalists:

The LOC will make a presentation of the finalists (in all categories) before the respective finals.

Presence for all finalists is compulsory.

Timing is already considered in the schedule.

Dress code is competition attire.

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

Medal ceremonies

The medal ceremonies will be held as per the schedule of this work plan and carried out in accordance with the FIG Regulations for medal ceremonies.

The competitors requested to attend the medal ceremonies are:

- All units: ranked 1st to 3rd.
- All gymnasts of the team ranking competition (1 Individual Men, 1 Individual Women, 1 Mixed Pair, 1 Trio and 1 Group, AER Dance, AER Step and one coach) in the respective teams, as registered until the accreditation are invited to attend – ranked 1st to 3rd.

The gymnast(s) must be on time for the medal ceremony as advised according to the schedule. A gymnast, a unit or a team who is absent without good reason will be disqualified.

Dress code: national tracksuit

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

Closing ceremony

The closing ceremony will take place directly after the last final.
For specific timing, please refer to the general schedule.

10. FIG CERTIFIED EQUIPMENT

Floor supplier: SPIETH Gymnastic Aerobic Floor
Reference number: FIG ID: 254

Step supplier: Venturelli
Reference number: FIG ID: 721

Only the steps provided by the LOC will be allowed during the trainings and competition.

11. JUDGES PANELS, SUPERIOR JURY AND JURY OF APPEAL

For all judges draws, please refer to the current version of the TR and the 2022-2024 AER Specific Judges Rules.

The chairs of judges panels and difficulty judges have been communicated to the respective NFs following the draw made on 16 March 2024, in Lausanne (SUI).

- **Panel A:**

CJP: FERENTINO Lefki (GRE) / D: NUNEZ Nerea (ESP) and GASTALDI Gloria (ITA)

- **Panel B:**

CJP: DRAGAN Alina (ROU) / D: SINKO Andrea (HUN) and VIVEROS MANJARREZ Laura (MEX)

All E and A judges together with the line and time judges (seated at the technical table) and reserve judges for the respective qualifications and finals will be drawn the day of each competition.

In the draw of the judges for the finals, if possible, only E, A, line, time and reserve judges whose NFs are not represented in the final or have no number 1 reserve competitor will participate.

Superior Jury (SJ)

The SJ will consist of the following:

President: Tammy YAGI-KITAGAWA
Assistant: Dora HEGYI-DEMETER (athletes' representative)
Artistic: Jorge FILLON
 Maria Eduarda POLI
Execution: Desislava BOGUSHEVA
 Vladislav OSKNER
Difficulty: Cristina CASENTINI

Jury of Appeal and Supervisory Board

President	Member	Member
Ali AL-HITMI	Li Li LEUNG	To be named on site if required

The Jury of Appeal will consist of two members and a third person 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.

12. SCORING

Swiss Timing will provide the official scoring equipment and IRCOS the video control. The FIG will provide a live scoring on the [FIG website](#).

13. INQUIRIES

Please refer to the TR, Section 1, Reg. 8.5.

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 gymnast/unit is shown. If two (2) categories are judged alternately (by two (2) panels or one single panel) the inquiry must be made before the score of the following gymnast/unit of the same category is shown.

For the last gymnast/unit of a rotation, this limit is **one minute** after the score is displayed on the scoreboard.

An NF is not allowed to submit an inquiry for scores of a gymnast/unit from another NF. Inquiries for all other scores (i.e execution, artistry/score, etc.) are not allowed.

An area close to the Kiss & Cry where the coach of the competing gymnast(s) can see the score of the exercise will be designated. Late verbal inquiries will be rejected.

Only the accredited coaches in the competition area are entitled to submit an inquiry. Inquiry forms are no longer used as inquiries must be submitted electronically using a tablet provided by Swiss Timing. An LOC Inquiry Officer will help if needed. Procedures and details will be given during the orientation meeting and sent to the participating NFs. The expected score must be entered into the tablet for the inquiry to be accepted.

The inquiry must be confirmed by clicking on the relevant button as soon as possible but no later than **4 (four) minutes** after submitting the verbal inquiry and **requires an agreement to pay** CHF 300.- for the first inquiry, CHF 500.- for the second inquiry and CHF 1,000.- for the third and all subsequent inquiries lodged by the same NF throughout the WCH (and not starting from "1" at each competition phase).

If the inquiry is not confirmed within 4 minutes it is rendered null and void.

NFs may not pay in cash as no cash is allowed on the FoP.

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

- at the end of the rotation for the qualifying competitions
- before the score of the following gymnast/unit is shown for the finals.

After review of the inquiry, if the final score is higher, the FIG will not invoice the NF. However, if the final score remains unchanged, or is lowered, the amount due will be invoiced and donated to the FIG Foundation for Solidarity.

14. MEETINGS AND INSTRUCTIONS

Please refer to the general schedule for the specific timing and locations.

Orientation meeting

Important information about the organization of these WCH will be given by the LOC and the FIG. This meeting will be held exclusively in English. Participation is compulsory as per TR, Section 1, Reg. 5.11. Failure to attend this meeting without good reason will result in a sanction of CHF 1,000.- against the NF, to be paid to the FIG. Delegation representatives must attend, with a maximum of 2 accredited members per delegation, including the HD or his/her representative.

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

Judges who wish to attend the orientation meeting will be part of the 2 delegation members and may not represent their country.
If delegation consists solely of a gymnast and a judge, the gymnast must attend the orientation meeting.

Judges’ instructions, meetings, briefings and draws

All registered judges are required to take part in the judges’ instructions, subsequent meetings and draws.

Judges’ briefings and draws scheduled on 27, 28 and 29 September 2024 will be held as per the general schedule.

The judges must respect the dress code mentioned in the Code of Points and the General Judges’ rules.

Judges’ Instruction material and practical will shortly be available on the STS platform.

Each judge is required to log in to the STS by using his/her own username and password, to study the material and to do the practical routines by **6 September 2024** at the very latest.

During the judges’ instruction, the FIG AER-TC will clarify any Q & A from the practice routines

JEP information

All judges are requested to attend this meeting.

TC meeting and video analysis

A continued evaluation of the judges’ work will be carried out by the members of the FIG AER TC. This will be done by observation and scoring by the responsible members of the SJ during the competitions and by analysis from videos after the competitions.

Scoring Swiss Timing Instructions for Judges

The scoring Instruction will be held on the judges’ podium. For specific timing, please refer to the general schedule.

Judges who do not participate in the judges’ meetings/instructions/draws will not be authorized to judge, will receive warnings and possibly other sanctions as well.

15. PRIZE MONEY

The following prize money will be allocated to the medalists:

Rank	IM/IW/MP/TR (per medalist)	Groups (per group)	AER Step (per group)	AER Dance (per group)	Team Ranking (per team)
1st	CHF 1,500.-	CHF 3,000.-	CHF 3,000.-	CHF 3,000.-	CHF 5,000.-
2nd	CHF 1,000.-	CHF 2,000.-	CHF 2,000.-	CHF 2,000.-	CHF 3,000.-
3rd	CHF 500.-	CHF 1,000.-	CHF 1,000.-	CHF 1,000.-	CHF 2,000.-
Total	CHF 21,000.- (3,000 x 7)	CHF 6,000.-	CHF 6,000.-	CHF 6,000.-	CHF 10,000.-
Grand Total	CHF 49,000.-				

Additional prize money/support (free of deductible taxes) paid by FIG by bank transfer at the end of the WCH according to the team ranking (in USD).

Rank	Amount
------	--------

1st	USD 5,000.-
2nd	USD 3,000.-
3rd	USD 2,000.-
Total:	USD 10,000.-

In case of a tie, the prize money of the respective rankings are added and divided by the number of tied gymnasts/units. Examples:

Ranking: 1. Gold - Gold (tie) 2. – 3. Bronze

The prize money for ranks 1 and 2 is added and divided by 2.

Ranking: 1. Gold 2. Silver – Silver (tie) 3. -

The prize money for ranks 2 and 3 is added and divided by 2

Ranking: 1. Gold 2. Silver 3. Bronze – Bronze (tie)

The prize money for rank 3 is divided by 2

16. ROUND TABLE

2 round tables will take place.

For location and timing, please refer to the general schedules if not expressed otherwise below.

The **AER TC round table** will be directed by the FIG AER TC President in the presence of FIG representatives.

The **medical, anti-doping and mental health round table** will be directed by the Anti-doping, Medical and Mental Health Commission representative. All accredited NF Medical doctors and Paramedical Staff, and all other delegation members interested in medical aspects, are welcome to attend this round table.

The topic will be communicated later on.

This medical round table is **highly recommended** and meant to provide valuable information on the 10 principles of athletes' well-being, mental health and anti-doping fight with the key 2024 changes.

You can register using the [following link](#) at the very latest by the accreditation day.

17. ~~ELECTION OF THE ATHLETES' REPRESENTATIVE AND ATHLETES' MEETING~~

~~The elections of the AER athletes' representative for 2025-2028 will take place on **26 September 2024**. This election will be held in accordance with Art 16 of the FIG Statutes and based on the candidatures received.~~

~~A maximum of one representative per NF is allowed on the FIG Athletes' Commission. The assembly of the athletes will be open to two athletes per NF. The election will be directed by a person to be designated at a later stage, accompanied by the President of the FIG AER TC.~~

The FIG and its athletes' representative for Aerobic Gymnastics, Ms. Dora Hegyi, invite athletes from all participating NFs to the athletes' meeting. ~~following this election.~~
All gymnasts are welcome to attend.

You can register using the [following link](#) at the very latest by the accreditation day.

For location and timing, please refer to the general schedules

18. GYMNASTICS AMBASSADORS

Ms. Giovanna LECIS (ITA) and Ms. Arianna CIUCCI (ITA) are the Aerobic Gymnastics ambassadors for the WCH. They will be on site from 27 until 29 September 2024.

19. TRANSPORTATION AND VISA

Please refer to the directives for details on visas, international transportation, local transportation, shuttle services and deadlines.

Arrival

The LOC personnel will be present at all arrival points with greeting signs to welcome the delegation members.

Delegations which will have booked the accommodation package with the LOC will be requested to meet them.

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

Departure

For those 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 HD during the accreditation. A detailed schedule for departures will be shared via WhatsApp group.

Accreditation cards may not be used on public transport in Pesaro.

Transportation Managers will be present at the accreditation center during accreditations. The transport office phone number (printed on the back of each delegate's accreditation card) is: +39 338 9906111.

International Transportation

Travel to Pesaro will be at each delegation's own expense. The FIG and the LOC strongly recommend that each NF takes out a cancellation insurance for their international transportation.

Arrival in and departure from Pesaro

Accredited team delegations **who have booked the Aeropesaro2024 travel package** and:

- will arrive and depart on the official arrival and departure dates
- have filled-in the travel form

will be provided with local transport from:

- "Federico Fellini International Airport" in Rimini (IATA code - RMI).
- "Guglielmo Marconi International Airport" in Bologna (IATA code – BLQ)
- Pesaro Railway Station

to the official hotels based on the information received.

The LOC will contact the NFs 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 members of delegations who do not arrive on the official arrival day (24 September 2024) as mentioned in the general schedule, upon request, the LOC may arrange additional transportation at extra costs **but only for those who have booked the Aeropesaro2024 travel package**.

Please contact the LOC in order to receive additional information and price.

Buses will be available for the local transportation of all accredited persons, **provided they have booked the Aeropesaro2024 travel package** from the official hotels to the training, warm-up, and competitions venues (following the competition, warm-up, training and meeting schedules) as well as to any other official activities and back as needed.

Bus timetables will be provided to the HD upon arrival and will also be shared by WhatsApp.

20. INSURANCE

Please refer to the directives for details on the insurance policy.

Please also refer to the document provided by the FIG for Athletes and Judges on the First-Class Assistance published on the [FIG website](#).

21. ACCREDITATION

Principle

Please refer to point 4.

Accreditation center

The accreditation centre is located at the Competition Hall – LOC Office (Level 0 – Participants entrance) (please refer to point 2). Opening time: 08:30-18:30.

No additional accreditations may be issued without the prior approval of the FIG (for changes after the on-line nominative registration please use the [following link](#)).

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 than scheduled by the LOC, 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.

Your Federation will be asked to upload to the LOC platform pictures only for the following delegation members: **Head of Delegation, Team Manager(s), NF President and Guest(s)**.

All other delegation members will have their picture taken from their profile in the FIG Database at the nominative deadline.

The LOC platform will open after the nominative deadline in order to receive your nominative registration from the FIG office.

Your federation already received the login and password to access the LOC platform.

<https://acc.gymresult.it>

Deadline: 9 September 2024

The photo requirements are mentioned in the directives.



If a photo has to be taken during the accreditation because none has been sent by the deadline or not uploaded in the requested format, there will be a charge of **EUR 50.- for each photo taken at the accreditation desk. The LOC will contact NFs which have not finalized the procedure.**

Member profiles submitted without a photo will not be handled with priority. You may have to wait at the accreditation center.

Please note that nominative registrations as well as any kind of modifications within the delegations (name changes, function changes etc) must be submitted via the FIG online platform to be official.

If there are any changes, the definitive work plan, starting order, and schedules will be sent to the HD on the email address and WhatsApp number provided at the accreditation.

The NFs are requested to submit passport copies of each member of their delegation to the LOC via the LOC platform at the following link: <https://acc.gymresult.it>

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

Control and distribution of the required material

Upon accreditation HDs or their representatives (max. 2 people) will be requested to:

- check the correct names of their complete delegation members
- present to the LOC a valid passport of all delegation members for proof of identity and control of nationality **as well as for anti-doping purposes for all gymnasts**
- confirm the NF contact details onsite (email address and mobile phone number) for proper delivery of the start lists, judges lists and results)
- provide a phone number (HD or another responsible person) connected to WhatsApp
- prove 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
- show proof of the cover note or photocopy of the valid insurance policy **in English**
- confirm the completed advance order for podium trainings (made online via the [following link](#)) – this order will be followed only during the podium trainings in the competition hall

- confirm the accuracy of the national anthem and national flag presented by the LOC, and sign the relevant form
- confirm the accuracy for every unit of every music uploaded into the Click&Clear platform
- hand in 2 (two) back up USB per unit and category) for safety reasons or in case of technical problems
- **No difficulty sheets are needed for the WCH.**

The HD/delegation members must bring their own workplan and any other appendices.

22. ACCOMMODATION

Official FIG hotel:

Hotel Charlie Urban 4*

Viale Trieste, 281, 61121 Pesaro

<https://www.charliehotels.it/>

Hotels for delegations:

Category 1:

Hotel Charlie Urban 4*

Viale Trieste, 281, 61121 Pesaro

<https://www.charliehotels.it/>

Category 2:

Hotel Napoleon 4*

Viale Viale Fiume, 118, 61121 Pesaro

<https://www.hotelnapoleonpesaro.it/>

Category 3:

Hotel Atlantic 3*

Viale Trieste, 365, 61121 Pesaro

<https://www.pesarovistamare.it/>

Hotel Delle Nazioni 3*

Viale Trieste, 60, 61121 Pesaro

<https://www.hoteldellenazionipesaro.it/>

Hotel Nettuno 3*

Viale Trieste, 367, 61121 Pesaro

<https://www.hotelnettunopesaro.it/>

Category 4:

Hotel Des Bains 3*

Viale Trieste, 221, 61100 Pesaro

<https://www.hoteldesbainspesaro.it/>

Hotel Majestic 3*

Viale Trieste, 80, 61121 Pesaro

<http://www.hotelmajesticpesaro.com/>

Hotel Astoria Beach 3* - New Hotel

Viale Trieste, 86, 61121 Pesaro

<http://www.astoriapesaro.com>

For accommodation prices, payments and cancellation policy: please refer to the directives.

Check in Procedures

Each Official Hotel will receive the rooming list submitted by each Federation to the LOC via the online platform.

The room keys and hotel information will be distributed to the delegation upon their hotel check-in.

Credit card imprints may be made to cover all incidental costs incurred during the individual's 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 (such as but not limited to mini-bar, laundry, phone calls, etc) at the hotel should be paid by the delegations during the check-out.

The check-out time at official hotels is 11:00.

The LOC recommends you check out at least one hour before the scheduled transportation to the airport.

23. MEALS

Please refer to the directives for details on the prices, reservations, arrangements and payment procedures.

Breakfast, lunch, and dinner will be served in the respective hotels at the following times*:

- Breakfast from 07:00 to 10:00
- Lunch from 12:00 to 15:00
- Dinner from 19:00 to 21:30

*Other schedules might be arranged if the request is duly presented and justified, at least 24 hours before, directly with the hotel management.

The LOC will provide the delegations with free water bottles in the training and in the warm-up hall. The LOC will provide the judges with refreshments in the judges' room throughout the event.

Farewell

Kindly refer to the general schedule for timing and location.

24. MEDICAL SERVICES AND INSURANCE

The medical service is provided by the LOC according to the [Medical Organization of the FIG Competitions and Events](#).

Please refer to the directives for details on the insurance policy.

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

25. COVID-19 MEASURES

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.

Very important:

Those who need to be tested must inform the LOC at: events@esatourgroup.com no later than 25 September 2024.

You will be informed about your testing day and place.

26. DOPING CONTROLS AND THERAPEUTIC USE EXEMPTIONS

Under the supervision of the FIG, doping controls will be organized by the International Testing Agency (ITA) on behalf of FIG and according to the valid WADA Code, 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 NF, 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 the 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. MEDIA ACCREDITATION AND ACCOMMODATION

Media representatives of FIG member federations

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

Media representatives as well as NF communications staff can register online at <https://media.gymnastics.sport> in order to request media credentials for the WCH. In addition, NFs are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org.

Open from 30 July – 29 August 2024.

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

In case of necessity for Media accommodation, please contact the LOC at events@esatourgroup.com

28. MEDIA POSITIONS

Mixed zone

After podium training sessions and competitions, gymnasts must exit the FoP through the mixed zone. NFs are responsible for the proper and timely appearance of their medallists in the mixed zone.

While there is no obligation for a gymnast to agree to the interview requests, cooperation with the press is most appreciated.

According to the FIG TR, Reg. 4.11.15, any NF 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 at CHF 2,000.

To help gymnasts to talk to the press, each participating NF may ask for one mixed zone card.

Training halls

No media are allowed in the training halls.

Warm-up halls

No media are allowed in the warm-up halls.

Podium training

All accredited media representatives have access to the official podium training sessions in the designated zones (photographer positions and media tribune). 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 routine/pass. The coaches are requested NOT TO STOP the gymnasts before they are seated in the K&C. Only one coach is allowed to assist the athletes in the Kiss and Cry Area.

Medal ceremonies

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

29. PRESS CONFERENCES

Opening and closing press conferences

No opening or closing press conferences will be held at these WCH.

Medallist press conferences

No medallist press conferences are planned for this event.

30. PUBLICITY ON COMPETITION ATTIRE

Please refer to the directives.

31. ATHLETES PHOTOS FOR IMPROVED SPORTS PRESENTATION

The FIG has developed a system that allows us to use athlete profile photos for improved sport presentation during our WCH events.

The images will be displayed on the scoreboards and video screen in the competition hall, during the TV broadcast and on the FIG website under the athlete 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 podium training on **25 and 26 September 2024**.

All gymnasts are requested to follow the volunteers after their podium training session for their photo to be taken at the dedicated area.

The athletes are requested to wear their national track suit and any visible branding must meet the FIG Advertising Rules.

32. SAFEGUARDING AND PROTECTING PARTICIPANTS IN GYMNASTICS

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

There will be one LOC Safeguarding Officer as well as one person from the FIG.

The FIG safeguarding contact is: Dora HEGYI-DEMETER, her number is +37 254 442 282 and will be reachable from the accreditation day as well as via WhatsApp.

The LOC Safeguarding contact is: Michela MUZZI +39 373 7825315

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.

The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations and at the Orientation meeting.

33. TELEVISION OPERATIONS

Live television production of the finals is guaranteed. Athletes are requested to strictly follow the instructions of the LOC with regards to television coverage.

Broadcasting operations are managed by FIG TV, in collaboration with the LOC and the Host broadcaster, and according to the *Host Broadcaster Obligations manual*.

34. BROADCASTING AND FILMING

Filming within the competition hall is reserved exclusively to the Host Broadcaster and accredited event-specific TV rights holders.

Accredited TV non-rights holders may use their cameras but only in dedicated non-right holder areas, such as the mixed zone.

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.

Personal filming in the competition hall:

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.

35. SPONSOR ACTIVATION AREA

There will be a dedicated area for sponsors, at level 1, near the spectators' entrance.

36. WEBSITES AND SOCIAL MEDIA

FIG website: <https://www.gymnastics.sport>
FIG photos: <https://www.fig-photos.com/>
Facebook: <https://www.facebook.com/fig.gymnastics>
Instagram: <https://www.instagram.com/figgymnastics/>
Youtube: <http://www.youtube.com/@gymnasticschannel>
TikTok: <https://www.tiktok.com/@figgymnastics>
WhatsApp: <https://whatsapp.com/channel/0029VaC2pcsJuyAA3Ce6nn2O>
X: <https://x.com/gymnastics>

LOC website: www.aeropesaro2024.com
Facebook: <https://www.facebook.com/aeropesaro2024>
Instagram: <https://www.instagram.com/aeropesaro2024>
Other links: <https://linktr.ee/aeropesaro2024>
#: [#aerobicsmagic](https://www.instagram.com/aeropesaro2024)

37. INFORMATION PESARO

Currency:

The currency in Italy is the Euro (EUR)

Power supply:

Voltage 220 volts; frequency 50 Hz. An adapter might be needed.



GMT: UTC / GMT + 1 (WEST)

Temperature in September

Average minimum: 15 °C

Average maximum: 25 °C

38. SUMMARY OF THE REMAINING DEADLINES

FOR the FIG

Online registrations	Deadline
Nominative registration (FIG DB)	28.08.2024
Round tables deadline (online link)	at accreditation
Music via ClickNClear	04.09.2024

FOR THE LOC

Information/documents/requests to be submitted to the LOC via Gyndata – LOC online platform)	Deadline
Visa request	28.08.2024
Meal order	
Pictures & passport copies to be send to the LOC	
Media accreditation	

39. APPENDICES

- Appendix 1: Plans of the competition venue
- Appendix 2: Results of drawing of lots
- Appendix 3a: Training schedules (to be given later)
- Appendix 3b: Competition schedules (to be given later)
- Appendix 4: Accreditation release form
- Appendix 5: ClicknClear "How to"

Sincerely Yours,



Nicolas Buompane
FIG Secretary General