

FEDERATION INTERNATIONALE DE GYMNASTIQUE



WORKPLAN



FIG WORLD CUP ACRO ACROBATIC GYMNASTICS

PUURS – BELGIUM

6 - 8 MARCH 2025



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1. **GENERAL INFORMATION**

The competition will be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in the World Cup Rules for Acrobatic Gymnastics:

- Statutes
- Technical Regulations
- Code of Points and relevant Newsletters
- Licenses Rules
- Code of Ethics
- Code of Conduct
- World Cup Rules for Acrobatic Gymnastics
- General Judges Rules
- Specific Judges' Rules for Acrobatic Gymnastics
- FIG Anti-doping Rules as it is WADA requirements
- Accreditation Rules
- Medical Organization of the Official FIG Competitions and Events
- Media Rules
- Apparatus Norms
- Advertising and Publicity Rules
- Regulations for Awards Ceremonies
- FIG Framework for Safeguarding Athletes and other Participants from Harassment and Abuse in Sport during Events.

and subsequent decisions of the FIG Executive Committee

2. **COMPETITION VENUE**

Sporthal De Vrijhals
Vrijhalsweg 15
2870 Breendonk – Puurs-Sint-Amants (Belgium)
☎: +32 (0)3 203 29 95

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

Fédération Internationale de Gymnastique (FIG)
Contact Person: Rui Vinagre
Avenue de la Gare 12A
1003 Lausanne (Switzerland)
☎: +41 (0) 21 321 55 10 / Direct +41 (0) 21 321 55 32
e-mail: rvinagre@fig-gymnastics.org
website: <http://www.gymnastics.com/>

Technical Delegate: Mr. Yurii Goliak

4. **ORGANISING FEDERATION**

Royal Belgian Gymnastics Federation – Flemish League (Gymnastiekfederatie Vlaanderen vzw)
Zuiderlaan 13 – 9000 Gent
Contact person: Hermien Mispelaere
☎: +32 (0) 9 424 06 71
e-mail: hermienmispelaerel@gymfed.be
website: www.gymfed.be

5. **LOCAL ORGANISING COMMITTEE (LOC)**

Ambitious Pro Gymnastics vzw
 Vooruitgangstraat 7C, 2870 Puurs-Sint-Amands
 Contact person: Danny Cuyt
 ☎: +32 (0) 468 10 20 18
 e-mail: Cuyt.Danny@gmail.com
 website: <https://ambitious-pro-gymnastics.be/world-cup>

President (Royal Belgian Gymnastics Federation – Flemish League)	Jimmy Van Moer
LOC President	Danny Cuyt
Competition Manager	Lise Maes
Financial Manager	Werner Fransen
Administration Manager	Kitty Claes
Accommodation Manager	Danny Cuyt
Transport Manager	Kenny Moernaut
Medical Responsable	Jos Weckx
Security Manager	Danny Cuyt
Infrastructure Manager	Gust Verbeeck
Press and Communication Manager	Sandra Van Buggenhout
HR Manager	Inge Vanderminnen
Catering Manager	Gust Verbeeck

6. **PROVISIONAL PROGRAMME**

Day	Date	Hours		Programme
Monday	3 rd of March	All day		Arrival Delegations
				Free training at competition venue
Tuesday	4 th of March	All day		Arrival Delegations
				Free training at training venue
Wednesday	5 th of March	9h30	15h30	Podium training
		14h00	15h30	Judges Meeting
		16h00		Orientation meeting
Thursday	6 th of March	17h00		Start warming up
		18h00	20h40	Qualifications 1 st exercise World Cup
Friday	7 th of March	18h00		Start warming up
		19h00	21h40	Qualifications 2 nd exercise World Cup
Saturday	8 th of March	18h00		Start warming up
		19h00	21h00	Finals World Cup
		21h00	21h30	Award Ceremony
		22h00	02h00	Farewell Party
Sunday	9 th of March	All day		Departure of Delegations

7. **ACCREDITATION**

Accreditation Centre

Each delegation will be taken to the accreditation desk at the competition venue upon arrival.

The following items will be checked there:

- FIG license
- Total payment of participation
- Insurance: Every delegation member needs a valid insurance against illness, accidents and repatriation for all the members of their delegation (cover note or photocopy of the valid policy)
- Transport – confirmation of departure
- Check correct names of delegations
- Present passports of all competitors and judges for the control of nationality and age.

The definitive work plan will be given to the Head of Delegation on accreditation, if there are changes to this one.

When all the commitments are fulfilled, you will receive the accreditations for your delegation. An accreditation is personal, non-transferable and compulsory to receive access to the training & competition hall, the lunch & dinner hall and the farewell dinner. All participants and officials are required to wear their accreditation at all times!

In case you lose your accreditation, you will have to buy a new one! (€ 150,00).

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 their coaches / medical staff with transferable access card.

As far as the number of accreditations per federations is concerned, the rules will be strictly applied. No further accreditations may be issued. Any additional person is considered as a spectator and must buy entry tickets.

Guest

Each federation has the right to one Guest accreditation at their discretion, e.g. for sponsors, important federation's officials, etc.

The Organising Committee is entitled to charge the following costs for Guests accreditations:

“Guests” who have accommodation booked through the Organising Committee have access to the delegation seats, transport system and are invited to the Farewell party.

8. **INFORMATION DESK**

The Information and the Technical Desk (located in the Competition Hall) will be staffed daily. If you have questions about your stay or about the competition, you can ask them here!

9. **MAIL BOXES**

Daily information will be delivered in the Delegation's WhatsApp groups. Results will be consultable in the Acro Companion application.

10. MUSIC

Please upload your music in mp3 format to the Acro Companion application.– **deadline is Saturday, the 1st of March.**

During training you need a personal copy of your music on USB-drive. In case of any technical problems during the competition, the LOC may ask your music on USB.

It is mandatory to also upload your music in the **ClickNClear system**. Please refer to the directives for more information.

11. TARIFF SHEETS

Please make and upload your tariff sheets in the Acro Companion application – deadline is **Saturday, the 1st of March.**

Changes on tariff sheets will be allowed according to the CoP (**until 04/03/2025, day of arrival**). Please be sure that all tariff sheets are correct, so you may avoid any penalties. In principle, no changes can be made to the Tariff Sheets after accreditation. Changes will be accepted only in case of injuries/minor accidents or for other important reasons subject to approval by the FIG Superior Jury President/Technical Delegate.

12. ORIENTATION MEETING

The Orientation Meeting will take place on Wednesday, the 5th of March (16h00) at the competition venue. This meeting is intended for the Heads of Delegation and Team Managers. Participation is compulsory. The actual and updated competition plan will be distributed accordingly.

13. JUDGES**Judges' meeting (at the competition venue)**

- Wednesday - 5th of March, 2025 14h00
- Thursday - 6th of March, 2025 17h15
- Friday - 7th of March, 2025 18h15
- Saturday - 8th of March, 2025 18h15

Judges' instruction meeting

The judges' instruction (for all judges) will take place after the judges' meeting on Wednesday - 5th of March 15h35 at the competition venue.

An additional, special judges' instruction for the DJ and CJP will take place on Wednesday - 5th of March at the competition venue

The judges' instruction is compulsory. Judges not participating will not be allowed to judge. The instructions will be given by members of the Acrobatic Gymnastics Technical Committee. Chair of Judges Panel and Difficulty Judges are excepted to participate in the evaluation of the Tariff sheet.

Judges' panels / draw

The judges' panels are set up by a draw - directed by the FIG Technical Delegate - from the judges present at the event. Priority will be given to the judges of the highest category.

Each participating federation must provide minimum one judge. Failure to do so will result in a fine of Swiss Francs 2'000,00. For requirements see the General and Specific Judges' Rules.

Superior Jury

President of the Superior Jury: Mr. Yurii Goliak

14. PODIUM TRAINING

Wednesday, the 5th of March 2025

		General Warm-up 30 min		Warm-up - Floor 1 7,5 min/team		Podium training - Competition Floor 7,5 min/team	
National Federation	# teams	IN	OUT	IN	OUT	IN	OUT
GER (7)	7	9:30:00	10:00:00	10:00:00	10:52:30	10:52:30	11:45:00
USA (5) - ITA (1)	6	10:30:00	11:00:00	11:00:00	11:45:00	11:45:00	12:30:00
POR (5) - IRL (1)	6	11:15:00	11:45:00	11:45:00	12:30:00	12:30:00	13:15:00
ESP (3) - NED (1) - POL (2)	6	12:00:00	12:30:00	12:30:00	13:15:00	13:15:00	14:00:00
AUT (2) - BEL (2) - FRA (2)	6	12:45:00	13:15:00	13:15:00	14:00:00	14:00:00	14:45:00
UKR (1) - AZE (5)	6	13:30:00	14:00:00	14:00:00	14:45:00	14:45:00	15:30:00

15. ATHLETES' MEASUREMENTS

The athletes' measurement will take place on Wednesday, the 5th of March after the podium training of each national federation at the sports complex (time according to the schedule). All competitors are requested to present themselves with their accreditation card. Failure to present will result in a penalty from each exercise and an official sanction. Athletes are measured in bare feet wearing T-shirt or competition attire.

Athletes' measurement after training	
11:55:00	GER
12:40:00	USA - ITA
13:25:00	POR - IRL
14:10:00	ESP - NED - POL
14:55:00	AUT - BEL - FRA
15:40:00	UKR - AZE

16. WARM UP & COMPETITION

Thursday	6 th of March	17h00		Start warming up
		18h00	20h40	Qualifications 1 st exercise World Cup
Friday	7 th of March	18h00		Start warming up
		19h00	21h40	Qualifications 2 nd exercise World Cup
Saturday	8 th of March	18h00		Start warming up
		19h00	21h00	Finals World Cup
		21h00	21h30	Award Ceremony

During the qualifications on Thursday and Friday there will be a 10 min break mid-competition.

The Official Starting Order is published on the FIG-website and is also available on Acro Companion.

17. OPENING AND CLOSING CEREMONY

Opening Ceremony

There will be an opening ceremony just before the start of the qualifications.

Closing Ceremony

No Closing Ceremony will be held.

18. MEDAL AWARD CEREMONIES

Only the medal winners will be invited to participate in the medal Award Ceremony. National Track Suit must be worn.

No prize money, medals and World Ranking Lists points will be given, if there are less than 4 units per category.

19. FLOORS / COLOUR

Gymnastics floors: Spieth – Janssen&Fritsen

Colour: Blue

FIG ID: 719

One floor for the trainings / warm-ups and one for the competition hall will be available. Mats in the general warm-up area will be set up.

20. OFFICIAL HOTELS / 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 forms. 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. Room keys will not be issued until all the requirements of accreditation have been fulfilled.

Check-out procedures

In principle, a copy of the individual account of each delegation member will be available the day before departure. After confirmation, the balance due will have to be paid in full upon check-out. Delegations will be responsible for all hotel costs incurred, including all extra costs (such as hotel services, laundry, room service, mini-bar, parking, paid TV movies, telephone calls). Any damages made to the Hotel facilities will be the exclusive responsibility of the Delegation concerned.

21. MEALS

All meals (except breakfast = hotel) will be served in the catering tent near the competition venue.

Delegations that book their accommodation through the OC have full board in their package. Entry to the catering area will only be possible with the official accreditation or with purchased meal tickets. Tickets for meals (€ 25,00/person/meal) can be ordered through the OC.

Meals Times

Lunch : 11h30 - 15h30

Dinner : 17h00 - 22h00

22. FAREWELL DINNER

A farewell dinner will be organized and will be followed by a farewell party.

All delegations who have booked their accommodation through the OC, are invited to participate without additional payment.

Extra tickets will be available at the LOC office at 30,00 € per person. Requests for extra tickets can be made until Saturday - 8th of March, 2025.

23. TRANSPORTATION and VISAS

Please refer to the directives for details on Visas, International Transportation, Local Transportation, Shuttle Services and Deadlines.

Arrivals

Based on the received travel schedules, the LOC personnel will be present at the arrival points with greeting signs. The Delegations will be requested to make their ways to meet with them.

Please refer to the directives for further details on Arrivals

Departures

If entitled, local transportation will be coordinated by the LOC from the Official Hotels to the departure area based on the information collected from the delegations. Each delegation will be asked to confirm the departure details of their members at Accreditation. A detailed schedule for departures will be distributed via the Delegation WhatsApp groups.

Please refer to the directives for further details on Departures

Shuttle

Shuttle timetables will be provided to the Head of Delegation or his/her Substitute upon arrival and will also be available at the Information Center and on display at the official hotels. The schedule will strictly be followed by the drivers. Please be on time at the required place for the pick-up.

24. MEDIA-PRESS

Media Officer: Delphine Gosseye - Contact: +32 (0)9 424 06 50 -

delphinegosseye@gymfed.be

OC responsible press : Sandra Van Buggenhout - Contact: apg.worldcup.oc@gmail.com

The valid FIG Media Rules will be followed.

25. SEATING FOR DELEGATIONS

A special area in the competition area will be reserved for the Delegations. Please note that all Delegation members must be seated in this designated area.

26. VIDEO RECORDING

All exercises of the competition will be recorded in a quality which allows to judge the exercises. Only the cameras of the organisation are allowed in the Competition Hall. Video Recording is not permitted in the Competition Venue from the spectators' seating.

27. ENTRY TICKETS

Tickets for the World Cup can be bought at the competition venue. For further information please contact the OC.

28. BANK ACCOUNT INFORMATION

Name	:	AXA
Address	:	Troonplein 1 – 1000 Brussel
Account name	:	Events for gymnastics vzw
Account number	:	751-2032242-35
SWIFT	:	AXABBE22
IBAN	:	BE57 7512 0322 4235

All payments have to be made in EUR and this no later than on accreditation.

The participating federation is responsible for covering all bank fees in connection with the bank transfers.

LOC President – Mr. Danny Cuyt