

FEDERATION INTERNATIONALE DE GYMNASTIQUE



1ST FIG RHYTHMIC GYMNASTICS JUNIOR WORLD CHAMPIONSHIPS
INDIVIDUAL AND GROUP COMPETITIONS
Moscow (RUS)
19 – 21 JULY 2019



WORKPLAN

ID 15968

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FOREWORD

The workplan for the 1st FIG Rhythmic Gymnastics Junior World Championships (JWCH) in Moscow (RUS) to be held from 19 to 21 July 2019 has been developed between the FIG Headquarters, the FIG RG TC and the LOC, in accordance with the following FIG regulations and rules (as valid in 2019):

- Accreditation Rules
- Advertising and Publicity Rules
- Anti-Doping Rules
- Apparatus Norms
- Code of Ethics
- Code of Points (version valid 1st February 2018) and relevant Newsletters
- General and Specific Judges' Rules for Rhythmic Gymnastics
- Licenses Rules
- Media Guideline
- Medical Organization of the Official FIG Competitions and Events
- Regulations for Awards Ceremonies
- Statutes
- Technical Regulations
- And subsequent decisions of the FIG Executive Committee.

All participating Federations commit to respect the Statutes and all FIG Regulations, especially with regards to the license, the age and the 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 (such as 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 World Championships.

1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

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FIG Officials

President	Morinari Watanabe
President of the Jury of Appeal and the Supervisory Board	Ron Galimore
Member of the Jury of Appeal and the Supervisory Board	Jesús Carballo Martinez
President of the Anti-doping, Medical and Scientific Commission	Dr. A. Jay Binder
Apparatus Commissioner	Daniel Fesser

Technical Committee and Superior Jury

President	Nataliya Kuzmina
Vice President	Noha Abou Shabana
Vice President	Shihoko Sekita
Member	Caroline Hunt
Member	Mariya Gigova
Member	Daniela Delle Chiaie
Member	Isabell Sawade
Athletes' Representative	Liubou Charkashyna

FIG Staff

Secretary General	Nicolas Buompane
Marketing and Communications Director	Olivier Strebel
Technical Coordinator	Steve Butcher
RG Sports Manager	Sylvie Martinet
Sports Manager	Eunice Lebre
Technology & Internet	Raphaël Koeng
Editor	Luke Norman
Official Photographer	Volker Minkus

FIG – Television

TV Coordinator and Producer	Jean-François Rossé
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Longines – IRCOS

Longines Team Manager	Christophe Pittet
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2. HOST FEDERATION AND LOCAL ORGANIZING COMMITTEE (LOC)

Host Federation:

RUSSIAN GYMNASTICS FEDERATION

Contact Person: Mrs. Irina Tsareva

Luzhnetskaya nab., 8 - 119992 Moscow, Russia

Tel: + 7 495 637 06 42

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E-mail: rusgymnastics@mail.ru

Local Organizing Committee (LOC)

RUSSIAN RHYTHMIC GYMNASTICS FEDERATION

Contact Person: Mr. Dmitry Binevskiy

8 Luzhnetskaya Emb. - 119992 Moscow, Russia

Tel: +7 926 635 02 49

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E-mail: dbinevskiy@dszm.ru

Event website: <http://rgjunior2019.com/en>

RUS Officials

President	Vasily Titov – President of the Russian Gymnastics Federation
Secretary General	Valentina Nikanorova – Secretary General of the Russian Gymnastics Federation

LOC Officials

Managing Director	Alexander Polinskiy – Director of Directorate for Sports and Spectacular Events
Director – Government Relations	Irina Viner-Usmanova – President of RG Federation of Russia
Director – Community Relations	Alexander Polinskiy – Director of Directorate for Sports and Spectacular Events
Director – Sales and Marketing	Dmitry Binevskiy – Deputy General of Directorate for Sports and Spectacular Events
Director – Participant Services	Anna Polteva – Deputy General of Directorate for Sports and Spectacular Events
Director – Media Operations	Dmitry Binevskiy – Deputy General of Directorate for Sports and Spectacular Events
Competition Management	Andrey Matkov – Sport Events Division Head Manager of Directorate for Sports and Spectacular Events
Venue Management	Maksim Shataev – Venue Operations Department Manager of Directorate for Sports and Spectacular Events
Director – Working Groups	Irina Tsareva – Executive Director of RG Federation of Russia
Director – Volunteers	Igor Klyuchukovskiy – Head of Volunteers of Directorate for Sports and Spectacular Events
Competition Manager	Natalia Orlova
Training Manager	Natalia Abramova
VIP Service and Protocol Manager	Irina Kasyanova – Head of Protocol of Directorate for Sports and Spectacular Events
Ceremonies	Oksana Yairova – Deputy General of Directorate for Sports and Spectacular Events
Judges' Organization	Olga Ilina
Accreditation	Anton Kasyanikov

Transportation Manager	Elena Shanaurova – Head of Transport Department of Directorate for Sports and Spectacular Events
Finance	Anna Gribakina – Deputy General of Directorate for Sports and Spectacular Events
TV Coordination & Production	Petr Vasiliev – Deputy General of Directorate for Sports and Spectacular Events
Medical Services Manager	Vladimir Zotkin – Chief doctor
Security Manager	Boris Sysoev – Council General of Directorate for Sports and Spectacular Events
Sport Information Desk coordination	Anna Piskunova

LOC Gymnastics Ambassador	Margarita Mamun
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Sport Information Center and Desk

The Sport Information Desk (SID) will be located just after the entrance for Delegations, Level 1 in the Arena, and will be in operation during all Training, Warm-up, and Competition times. The Information Desk will be open approx. 30 minutes before the start of the first training and 60 minutes after the last training / competition (if doping control takes place, then even longer).



SID phone number: + 7 495 600 44 55 (also printed on the back of the Accreditation card)

An Event app. <http://rgjunior2019.com/en> has been developed and will be operational throughout the JWCH. Details of this application, along with the QR code will be circulated to Federations prior to the JWCH. This application will provide the start lists, the results and a range of technical information related to the JWCH.

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.

Information desks and boards, including transport, will also be set up at each official hotels' lobby.

Liaison Officers

The Official Language will be English. No designated Liaison Officers will be assigned to escort each Federation. Interpretation from and into any other language must be organized by the Delegations.

3. PROVISIONAL PROGRAMME (SUBJECT TO CHANGES)

DATE / TIME	DESCRIPTION	LOCATION
SUN. 14 July	<i>Arrival of FIG Staff</i>	<i>Hotel</i>
MON. 15 July	<i>Arrival of FIG RG Technical Committee Members</i>	<i>Hotel</i>
TUE. 16 July 09:00 – 19:00	FIG RG Technical Committee Meeting	TC room – Arena
WED. 17 July <i>As announced</i> 09:00 – 19:00	<i>Official arrival day of Delegations for RGI and RGG competitions</i> FIG RG Technical Committee Meeting	<i>Accreditation</i> TC room – Arena
THU. 18 July All day All day 09:00 – 10:00 Following 11:00 – 11:20 11:20 – 17:30 17:30 – 18:00 18:30 – 20:00 20:30	Training and Podium training for RGI and RGG as per schedule Athletes' portrait photo session Orientation Meeting for RGI and RGG Competitions Reception for Heads of Delegation and Team Managers Opening, Draw for D/ETR Judges for RGI and RGG Qualifications Judges' instruction and Judges' oath for RGI and RGG Judges' instruction for RGI and RGG by Longines Round table on Medical aspects and fight against Doping Welcome dinner for TC Members and Judges	FoP and Training Halls Mixed zone Arena - Level 3 Arena – Level 2 Arena - Level 3 Arena - Level 3 FoP Arena - Level 3 Grand Uryuk Rest.
FRI. 19 July 08:00 – 08:45 09:00 – 10:25 10:40 – 12:05 13:15 – 14:45 15:00 – 16:30 17:30 – 18:15 17:30 – 18:00 18:30 – 21:00 Following	Judges' draw for E/T/L Judges and briefing for RGI Qualification Rope and Ball RGI Qualification Rope and Ball alternatively – Group A RGI Qualification Rope and Ball alternatively – Group B RGI Qualification Rope and Ball alternatively – Group C RGI Qualification Rope and Ball alternatively – Group D Judges' draw for E/T/L Judges and briefing for RGG General Competition 5 Hoops and 5 Ribbons Opening Ceremony RGG General Competition 5 Hoops and 5 Ribbons alternatively FIG RG Technical Committee meeting – Judges' evaluations	Arena - Level 3 FoP Arena – Level 3 FoP TC room – Arena
SAT. 20 July 08:00 – 08:45 09:00 – 10:25 10:40 – 12:05 13:15 – 14:45 15:00 – 16:30 17:30 – 18:15 18:30 – 21:00 21:00 – – 21:20 Following	Judges' draw for E/T/L Judges and briefing for RGI Qualification Clubs and Ribbon RGI Qualification Clubs and Ribbon alternatively – Group A RGI Qualification Clubs and Ribbon alternatively – Group B RGI Qualification Clubs and Ribbon alternatively – Group C RGI Qualification Clubs and Ribbon alternatively – Group D Judges' briefing for RGG General Competition 5 Ribbons and 5 Hoops RGG General Competition 5 Ribbons and 5 Hoops alternatively Award Ceremony RGG All-Around Ranking Award Ceremony RGI-RGG Team Ranking FIG RG Technical Committee meeting – Judges' evaluations	Arena – Level 3 FoP Arena – Level 3 FoP TC room – Arena

SUN. 21 July		
09:30 – 10:15	Draw for D/ETR/E/T/L Judges and briefing for RGI Apparats Finals (4)	Arena – Level 3
10:15 – 11:00	Draw for D/ETR/E/T/L Judges and briefing for RGG Apparats Finals (2)	
12:00 – 12:35	RGI Rope Final (including presentation of the finalists)	FoP
12:35 – 13:10	RGI Ball Final (including presentation of the finalists)	
13:10 –	Award Ceremony RGI Rope	
– 13:25	Award Ceremony RGI Ball	
13:25 – 14:10	RGG 5 Hoops Final (including presentation of the finalists)	
14:10 – 14:20	Award Ceremony RGG 5 Hoops	
14:20 – 14:55	RGI Clubs Final (including presentation of the finalists)	
14:55 – 15:30	RGI Ribbon Final (including presentation of the finalists)	
15:30 –	Award Ceremony RGI Clubs	
– 15:45	Award Ceremony RGI Ribbon	
15:45 – 16:30	RGG 5 Ribbons Final (including presentation of the finalists)	
16:30 – 16:40	Award Ceremony RGG 5 Ribbons	
16:45 – 17:45	Closing Ceremony and Gala	
19:30	Farewell party	Tbd
MON. 22 July		
<i>As announced</i>	<i>Departure of RGI and RGG Delegations</i>	
All day	FIG RG Technical Committee meeting – Judges’ evaluations	Arena – Level 3
TUE. 23 July		
<i>As announced</i>	<i>Departure FIG RG Technical Committee Members and FIG Staff</i>	

4. PARTICIPATION RIGHT AND ACCREDITATIONS

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

A list including all medical personnel duly approved by the FIG is published on the FIG website. Medical personnel seeking accreditation for these JWCH and who are not on this list must send to the FIG Offices (attention Mr. Loïc Vidmer at vidmer@fig-gymnastics.org) a copy of his/her medical certificate/diploma duly translated into English or French. They must also complete as soon as possible but at the very latest at the deadline of the Nominative Registration – Step 1, the “Form to be accredited as Medical Doctor or Paramedical staff at FIG Events”. This Form 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). Without this document, the accreditation of the medical personnel will not be released.

Accreditation Principles

The accreditation identifies individuals in good standing from FIG affiliated federations participating in the event. The accreditation is personal and non-transferable. It indicates and defines individuals’ right to access to the different zones as per their functions, as well as to the LOC transport service (if accommodation booked through the LOC only).

All participants and officials are required to wear their accreditation card at all times. The accreditation card is also necessary to pass the security controls.

Accreditation cards will have 3 different colours in order to identify delegations for Individuals from Groups. Blue for Individual, Dark Pink for Group and White for both Individual and Group (for members such as Head of Delegation, Medical personnel, etc) who are in function for both Individual and Group competitions. The access in the training and warm-up halls will be strictly limited to the gymnasts participating in the specific training or competition (Individual or Group) and according to the training and warm-up schedule, with the appropriate delegation member.

In case of lost or stolen accreditation cards, the LOC and the FIG must be informed immediately to block the accreditation. They may be replaced at the expense of the card holder (EUR 200).

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). Medical personnel and Head of Delegations/Team Manager will need to present a TAC to access the Warm-up Hall (WuH Zone 3).

The TAC is valid only if presented 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.

Additional transferable access cards may be delivered by FIG upon request by the delegation due to competition schedule / conditions.

The TACs are only transferable within the National Federation's official delegation and appropriate function.

Lost or stolen transferable access cards shall not be replaced.

Any misuse of an accreditation (zone, time, TAC, etc.) shall lead to the immediate withdrawal of the accreditation and to a fine of CHF 2'500.- per case to the respective federation. Further steps are possible (e.g. case to be submitted to the Disciplinary Commission).

Accreditation Center

The Accreditation Center will be located at the right of the main entrances (entry of spectators) of the Arena and will be open as follows:

- Opening Dates: from 15 to 21 July 2019
- Opening Hours: from 09:00 to 21:00 during the official accreditation day, or later should the majority of the delegations arrive in the evening

Accreditation center provisional schedule:

Date	From	Until
15 July 2019	14:00	18:00
16 July 2019	09:00	19:00
17 July 2019	09:00	21:00
18 July 2019	08:00	20:00
19 July 2019	08:00	20:00
20 July 2019	08:00	20:00
21 July 2019	10:00	17:00

Accreditation Distribution

Accreditations will be distributed to the Head of Delegation or his/her Representative at the Accreditation Center based on the nominative registrations submitted on the FIG online platform. FIG Accreditation rules will be strictly applied notably as far as the number of accreditations and TACs per Federations is concerned. No additional accreditations may be issued without the prior approval of FIG. Any additional person to the nominative list is considered as a spectator and must buy entry tickets.

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

Control and Distribution of the Required Material

At accreditation the Head of Delegations or his/her Representative will be requested to:

- present to the LOC a valid passport of all Delegation members for proof of identity and control of Nationality. A scan of the passport of the accredited gymnasts will be made and handed out to the FIG
- present to the LOC the gymnasts' valid FIG License for further age control and anti-doping purposes
- check the correct names of their complete Delegation
- confirm the NF contact details onsite (e-mail and mobile phone) for proper delivery of the gymnasts' start lists, judges' lists and results
- finalize the necessary payments if needed (i.e. insurance, additional accreditation, etc.)
- show proof of the cover note or photocopy of the valid insurance policy either in English or in Russian
- verify the accommodation and meal requirements including the Farewell Banquet
- verify the return flight schedules
- confirm the accuracy of the Federation National Anthem and National Flag presented by the LOC, and sign the relevant form
- confirm the correct music, uploaded on the LOC Digital Platform
- hand in one back up CD/USB (1 CD/USB per gymnast/group and per apparatus) for safety reasons or in case of technical problems

Music: Delegations will also be requested to bring a CD for training sessions. All CDs/USB must be labelled as mentioned in point 1.5.8 of the CoP. The CD/USB will be returned to the Head of Delegation or his/her Representative at the SID at the conclusion of the competition.

Photo: if a photo has to be taken in Moscow because none has been uploaded onto the LOC online system or the quality of photo is not appropriate for accreditation, there will be a charge to the federation of 10 EUR per missing photo, payable to the LOC at the time of accreditation.

It is recommended that Delegations take the Workplan, training and competition schedules and starting orders with them, as hard copies will not be distributed on site.

At accreditation the LOC will hand out to the Head of Delegation or his/her Representative:

- the revised pages of the Workplan, starting order and/or schedules, if applicable
- the FIG "Medical and anti-doping practical information"
- the diplomas of participation
- the meal tickets (if applicable), transportation schedules, invoices, delegation package, and invitations
- the Mail Box Authority card
- the information regarding gymnasts' safeguarding plan.

Delegation Seating

The LOC will reserve a number of seats for the accredited delegation members in the venue. These seats will be available on a "first come, first served" basis. Delegates will be requested not to sit in any other spectator seats within the arena unless permitted to do so by a representative of the LOC. Reserved places will also be put at the disposal of authorized officials and guests of honour.

5. INSURANCE

Delegation members with insufficient insurance cover must inform the LOC in writing by **01 July 2019** at the very latest.

Please refer to the Directives and to the document "International Assistance Insurance Information" provided by FIG for Gymnasts and Judges published on the FIG online calendar (click [here](#)).

6. NOMINATIVE REGISTRATIONS

Please refer to the Directives for details on the two different steps for the Nominative Registration.

Deadline to submit the Nominative Registration – Step 1: **19 June 2019**

Deadline to submit the Nominative Registration – Step 2: **05 July 2019**

As per the FIG rules, the fine to be paid to FIG for missing or late nominative registration (after the deadline of **19 June 2019**) is of CHF 1'000.-.

As per FIG Code of Ethics art. 2d), during the conduct of their activities, FIG members are expected to display correct deportment, to declare any conflict of interest between the organization of which he/she is a member and all other organizations with which the FIG has relationships. Any close family relative* to a competitive gymnast may not judge that gymnast or his/her group at any FIG sanctioned event. If a conflict should or could appear, the president of the FIG is to be informed, so appropriate action can be taken.

*Note: definition of “close family relative”:

- they are or were married to or live in a registered partnership or co-habit with a gymnast
- they are related to a gymnast by birth or marriage in direct or in collateral line, including the following persons: grandparent, parent, uncle, aunt, brother, sister, child, grandchild, nephew and cousin

FIG license and age limit of gymnasts

Please refer to the Directives.

7. CHANGES TO THE LIST OF NAMES

Please refer to Section 1 Regulation 4.2 of FIG Technical Regulations for details on the provisions related to the changes of the lists of names.

Please use the appropriate Form (Appendix 1, 2 or 3) for any accreditation change's requests (function and / or name) made after the deadline of the Nomination Registration – Step 2.

REMINDER:

If any individual gymnast gets injured or ill after the Nominative Registration – Step 2, the replacing gymnast will have to perform all apparatus the sick or injured gymnast was registered for, and will fill the same position(s) in the draw (starting order) of the replaced gymnast.

8. MUSIC AND MUSIC FORM

Music

As per the Directives, the music must be uploaded (.mp3 or .wga formats) to the LOC Digital Platform by **01 July 2019** at the very latest to organize the music check at the Arena before the event.

During the Competitions all music will be played by computer only.

Music Form:

Refer to the Directives for the submission of the Music Form.

In addition, if a change of gymnast or music occurs between Nominative Registration - Step 1 or Step 2, a revised Music Form must be sent to both FIG and LOC by **05 July 2019** at the very latest.

9. VENUE AND TRAINING FACILITIES

Please refer to the Directives for location of the competition, training and warm-up halls.

Specificities of the Field of Play (FoP) (Level 1)	1 Competition RG Floor 16 x 16 m on the ground (no podium) Look of the Event: BLUE color (with colourful elements)
Specificities of the Warm-up Hall (WuH) (Level 1)	Located in the nearest training hall from the Field of Play. The passage between the WuH and the FoP will be secured by a temporary tunnel. 1 RG Floor 14 x 14 m The WuH will be equipped with: Measuring table and scale for the check of the hand apparatus Music system compatible with CD, USB key and Bluetooth for training day only Ballet bars and mirrors Iron and ironing table Television Watch CIS Water Ice
Specificities of the Training Halls (Level 1)	3 Training Halls next to each other. 3 RG Floors 14 x 14 m per Hall (one being the last warm-up floor during competition days) Equipped with: Music system compatible with CD, USB key and Bluetooth Massage Tables Ballet bars and mirrors Irons and ironing tables Television Watch Fruits and water Ice Changing rooms and toilets
Specificities of the Choreography Hall (Level 2)	Hall for general warm-up, stretching and choreography. Equipped with: Ballet bars and mirrors Changing rooms and toilets

The Wifi with specific login and password will be provided in the following areas:

- FIG offices
- Technical Table and Secretariat
- Changing rooms and training halls (incl. warm-up hall)
- Press conference room, Press center, Press bar, Press tribune
- Athletes' lounge and Restaurant
- Delegation seating area
- VIP lounges
- LOC offices

10. TRANSPORTATION AND VISAS

Please refer to the Directives for details on Transportations and Visas.

Deadline for Delegations to send by e-mail their arrival and departure or to upload information on the LOC online platform: **21 June 2019** at the very latest.

Arrival

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.

The delegations will be driven directly to the Accreditation Center to complete the accreditation formalities, then to their respective Hotel. In case of night arrivals, the Head of Delegation will be driven to Accreditation Center next morning.

Event local transportation service from the airports to the official hotels and back, from the official hotels to the venue and back, as well as to any other official activities and back, will be provided to all delegations that stay at one of the official hotels, book their accommodation through the LOC and submit their Travel Form (Appendix 4) via email to loc2019hotel@gmail.com by **21 June 2019**.

Departure

If entitled, shuttle 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.

Transport Office and Phone Number

The Transport Office will be located in the Arena at the Delegations' entrance (Level 1) and will be operational from 15 July 2019.

The Transport Desk in Radisson hotel will be operational from 14 July 2019.

The Transport Desk in the official hotels (Korston, Yunost and Astrus) will be operational from 17 July 2019.

Details on the opening dates and hours for the above transport services will be given during the Orientation Meeting.

The transport office phone number will be printed on the back of the Accreditation card.

11. ACCOMMODATIONS

Please refer to the Directives for details on the selection of hotels, payment, etc.

Deadline for Delegations to submit the Accommodation (names-to-rooms assignment) to the LOC online platform: **19 June 2019** at the very latest.

Deadline for payment of the totality of the accommodation costs: **01 June 2019**.

Please refer to the Directives regarding the accommodation cancellation fees after 01 June 2019.

The room keys and hotel information will be distributed to the delegation upon their hotel check-in. Room keys will not be issued until all the financial requirements of accreditation have been fulfilled.

12. MEALS

Please refer to the Directives for details on orders, payment, etc.

Deadline for payment of the 50% of the meal costs: **01 June 2019**.

Deadline for payment of the remaining 50 % of the meal costs: **19 June 2019**.

Please refer to the Directives regarding the meals' cancellation fees after 19 June 2019.

Delegations having booked their meals at the hotels with the LOC through the LOC accreditation system will receive the meals vouchers during the accreditation procedure and then use them at the respective Hotel.

The lunches for Judges will be provided at the restaurant on Level 1 of the Arena during the Competition days. Judges who are working on each specific competition day will be provided with free lunches for that specific day.

The LOC will provide the Delegations with free water and fruits in the training halls, and water only in the warm-up hall. The LOC will provide the judges throughout the event with small drinks, fruits and snacks at the Judges' room.

Farewell Banquet

Please refer to the Directives.

Deadline for accredited delegation members who do not stay at one of the official hotels and did not book their accommodation through the LOC, and wish to attend the Banquet: **01 July 2019** at the very latest. Price per tickets: **100 EUR**

Dress code: casual.

Bus transfers will be organized from the official hotels to the banquet and back as needed.

Further information will be given at the Orientation Meeting.

13. TRAINING SCHEDULES

Early or late training opportunities

No early or late training will be available at the official competition and training venue.

Delegations arriving earlier or departing later than the official arrival and departure dates can contact the LOC in advance in order to receive information on early training opportunities in local facilities in Moscow and Moscow region.

All costs (training floor, accommodation, catering, etc) and logistical arrangements (incl. transportation from/to the airport) related to these early or late training opportunities will have to be covered by the respective NF. Please note that the requests of arrangement of early or late trainings will be considered on a "first come, first served" basis due to training facilities limitations.

Official training schedules

The Official training schedules have been organized in accordance with the Technical Regulations. The detailed training schedules will be published on the FIG online calendar in due time.

Delegations must respect the designated training times and the allocated training carpets. Changes to the official scheduled training hours will not be accepted. Each individual gymnast/group has the same possibility of training session. After the qualification competition, training will be available to those individual gymnasts/groups who have qualified for the Apparatus Final competitions only.

Podium training

Gymnasts will have the opportunity to perform their routine(s) on the Floor where the competition will take place on the official Podium training day only.

It is the responsibility of each Delegation to ensure that coaches and gymnasts listen to their music during the Podium training, and the Head Delegation/Coach to sign to confirm that he/she is happy with.

14. COMPETITION FORMAT AND PROGRAMME

Please refer to the Directives article 11 for details on the competition format and programme.

Qualification Individual – clarifications:

- The maximum number of routines **per apparatus and per Federation is 1 routine**, regardless the number of gymnast(s) registered (1, 2, 3 or 4) by their Federation
- Each gymnast **must** perform minimum one (1) routine
- The choice of the apparatus to be performed per each gymnast is **up to** the Federation

Examples:

Registrations				
Federations with 4 gymnasts	A	B	C	D
	C	A	D	B
or any other possible combination				
Federations with 3 gymnasts	A	A	B	C
Or	B	A	B	C
Or	C	B	A	C
or any other possible combination				
Federations with 2 gymnasts	A	A	B	B
	A	A	A	B
	B	A	B	B
or any other possible combination				
Federations with 1 gymnast	A	A	A	A

Individual and Group Finals Presentation of the Finalists

Individual and Group Finalists will be presented before each Apparatus Final. **Participation is mandatory.**

The timing for these presentations will be already considered in the detailed training, warm-up and competition schedule.

Further information will be given at the Orientation Meeting.

The Competition Director and the Floor Manager will be in charge of the training, warm-up and competition areas. All instructions given by them must be strictly observed, especially during TV broadcast.

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

Tie breaking rules

Individual Qualifications and Finals, Group General Competition and Finals

In case of ties, the tie-breaking rules as defined in the FIG Technical Regulations will apply.

Team Ranking

As the Team Ranking including individual and group scores is new, the following tie-breaking rules, approved by the FIG EC, will apply:

In case of a tie at any place, the following criteria apply:

- 1) the NF with the highest total of E-scores (6 exercises: 4 RGI and 2 RGG) prevails
- 2) the NF with the lowest total of ET (execution technical) deductions (6 exercises: 4 RGI and 2 RGG) prevails
- 3) the NF with the highest total of D-score (6 exercises: 4 RGI and 2 RGG) prevails

If there is still a tie, the tie will not be broken.

Gymnasts' drawing of lots

Based on the Definitive Registrations the [gymnasts' drawing of lots](#) for the Qualifications and the Apparatus Finals was conducted on 09 May 2019 at 10:00am at the FIG Headquarters in Lausanne (SUI).

As per FIG Technical Regulations Art. 4.2, after the draw, no gymnast can be added to the number of gymnast(s) declared in the Definitive Registration. No additional gymnasts may appear at the accreditation.

15. KISS & CRY

The number of persons authorized at the Kiss & Cry is:

- Individual competition: 1 gymnast and 1 or 2 coaches with TAC only
- Group competition: 5 or 6 gymnasts (competition attire only) and 1 or 2 coaches with TAC only

This rule has to be strictly respected; any violation of it will result in a fine, and further steps are possible (e.g. case to be submitted to the Disciplinary Commission).

Further information will be given at the Orientation Meeting.

16. FIG CERTIFIED APPARATUS

Please refer to the Directives.

The detailed list of apparatus is published on the FIG [website](#).

17. CONTROL OF HAND APPARATUS

The list of the RG Hand Apparatus with valid certificates is published on the FIG website ([here](#)) and updated regularly. **Make sure that your gymnasts use only FIG certified Hand Apparatus** for this event and for any other FIG recognized competitions.

Contrary to what was mentioned in the Directives **each** apparatus will be checked during the event. **These controls will take place at the end of each Podium training session.** Gymnasts will not be allowed to compete with Apparatus which does not comply with the norms.

Further information will be given during the Orientation Meeting.

18. SUPERIOR JURY AND JUDGES' PANELS

Superior Jury

The whole Technical Committee will form the Superior Jury, the RG TC President being its President.

The additional members of the Superior Jury have been selected after the deadline of the definitive registration, as per the information given in the Directives.

Judges and Judges' panels

Please refer to the Directives for Judges' eligibility.

Only judges with the appropriate and valid category of brevet for their function for this XIV Cycle (2017-2020) will be authorized to judge in Moscow.

19. JURY OF APPEAL AND SUPERVISORY BOARD

The Jury of Appeal and Supervisory Board consist of two members (one acting as President) 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.

20. ANNOUNCEMENTS DURING COMPETITIONS

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

21. SCORING

Longines will provide the official scoring equipment and IRCOS system for the video control.

Start lists of competitors, lists of judges, intermediate results and final result book will be distributed via e-mail to the NFs' official e-mail address and to their Head of Delegation's e-mail address, through the Event app <http://rgjunior2019.com/en> as well as displayed at the SID and in the lobbies of the official hotels.

Federations are kindly requested to send by e-mail to the FIG (attn. smartinet@fig-gymnastics.org) the exact contact name, phone number and e-mail address of their Head of Delegation or Representative while in Moscow for proper delivery of official documents.

Deadline: **05 July 2019** at the very latest.

22. INQUIRY

As per Art. 8.4 of the TR and the clarifications published in FIG Official Communication on 9 July 2018, 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 group is shown. For the last individual gymnast/group of a rotation, 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 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 USD 300.-- for the first inquiry, USD 500.-- for the second inquiry, USD 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). Should the inquiry not be confirmed in writing within 4 minutes, the procedure becomes obsolete.

Federations shall not pay cash when submitting an inquiry as cash money is prohibited on the FoP.

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 the rotation for the Qualifications and for the All-Around competitions
- before the score of the following individual gymnast/group is shown for the Apparatus 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.

Since in Rhythmic Gymnastics the D-score is divided into two parts – Body Difficulty (DB - D1-D2) and Apparatus Difficulty (DA - D3-D4), each part is considered as a distinct score and must be challenged separately (either DB and DA or only DB or DA). Thus, if DB and DA of the same routine are challenged, the coach has to submit two inquiries with the respective forms. DB will be considered as first inquiry, DA as second inquiry.

23. CEREMONIES

Opening Ceremony

Gymnasts from participating Federations will not take part in the official Opening Ceremony but are kindly invited together with all Delegation members to watch it from the delegation seating.

The Judges', Coaches' and Athletes' Oath will be read during the Opening Ceremony according to the Technical Regulations, 2019 edition, Reg. 7.12.1, 7.12.2 and 7.12.3.

Award Ceremonies

The Awards Ceremonies will be held as per the schedules mentioned in the provisional programme and carried out in accordance with the FIG Regulations for Award Ceremonies. The gymnasts must wear their **national tracksuits**.

The gymnasts requested to attend the award ceremonies will be as follows:

Team Ranking	All individual and group gymnasts including one coach from Teams ranked 1 st to 3 rd
Individual Apparatus Finals	Individual gymnasts ranked 1 st to 3 rd
Group General Competition (All-Around)	Group ranked 1 st to 3 rd
Group Apparatus Finals	Group ranked 1 st to 3 rd

The following awards are given to the first 8 ranked Teams, Groups All-Around, Individuals and Groups Finals:

1 st place	1 gold medal and 1 diploma per gymnast
2 nd place	1 silver medal and 1 diploma per gymnast
3 rd place	1 bronze medal and 1 diploma per gymnast
4 th to 8 th place	1 diploma per gymnast (including one coach for team)

The national flags of the first 3 ranked team, individual gymnast and groups will be hoisted and the national anthem of the top team(s), individual gymnast(s), and group(s) will be played.

Please ensure that your Federation's medallists are in time for the line-up prior to the ceremonies. An team, individual gymnast or a group who is absent with unjustified reason will be disqualified.

The diplomas for the gymnasts who will not be on the podium during the Award Ceremony (ranked 4th – 8th) will be distributed via the Mail Boxes on 20 July and on 21 July (distributed at the Banquet).

Gala

Should gymnasts wish to participate in the Gala (in addition to the medal winners), the LOC have to be informed during the accreditation procedure. The performance should be no longer than 90 seconds.

Further information will be given at the Orientation Meeting.

Closing Ceremony

The closing Ceremony will take place immediately after the conclusion of the Gala.

Distribution of the Diploma of participation and Souvenirs

The diplomas of participation and souvenirs will be distributed by the LOC to the Delegations during the Accreditation procedure.

24. MEDICAL SERVICES

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

Please review the document "Medical and anti-doping practical information" handed out at accreditation as it contains information regarding the access to medical care and mentions useful contact details in case of emergency.

25. DOPING CONTROL AND THERAPEUTIC USE EXEMPTIONS

Under the supervision of the FIG, doping control will be organized 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 her Federation, to submit 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.

26. PRIZE MONEY

No Prize Money will be paid for these Junior World Championships.

27. MEETINGS – INSTRUCTIONS – OFFICIAL FUNCTIONS

Orientation Meeting

The Orientation Meeting held exclusively in English will take place at the Arena in the Conference room at Level 3. Important information concerning the detailed organization of the JWCH will be given by the LOC and the FIG.

Participation is compulsory as per Technical Regulations, Section 1, Reg. 5.12. Unjustified failure to attend this meeting will result in a sanction of CHF 1'000.- against the Federation to be paid to the FIG.

Delegation representatives have to attend this meeting with a maximum of 2 accredited members per Delegation, including the Head of Delegation or his/her Representative.

Judges who wish to attend the Orientation Meeting will be part of the 2 delegation members and may not represent their country.

After the Orientation meeting each Head of Delegation or his/her Representative will be invited to attend a reception at the Buffet area at the Venue, Level 2. LOC volunteers will escort all participants to this dedicated area. Drinks and small dishes will be served.

Judges' Instructions, Meetings, Briefings and Draw

All the judges are required to take part in the judges' instruction (Appendix 5), briefings, draws and subsequent meetings. Judges who do not participate will not be authorized to judge and will receive warnings and possibly other sanctions as well.

For competition, Judges must respect the FIG dress code (blue skirt or trousers and blue jacket, white shirt, no tank top, minimum short sleeves).

TC Meeting and Video Analysis

A continued evaluation of the judge's work will be carried out by the Members of the Technical Committee. This will be done by observation and scoring by the responsible members of the Superior Juries during the competitions and by a global video analysis after the competitions. In case mistakes are established, the responsible judges will be disciplined accordingly.

Longines Instruction

The Longines Instruction will be held in the Judges' meeting room and on the FoP as mentioned in the general programme.

Round table on Medical aspects and fight against Doping

Dr. Jay A. Binder, Vice-President of the FIG Anti-Doping, Medical and Scientific Commission invite all Medical doctors and Paramedical Staff to his round table.

It is meant to provide valuable information on medical **and focused on anti-doping fight and education**. Attendance is highly recommended.

For confirmation of participation, please use Appendix 6. Deadline: **05 July 2019**.

Further information will be given at the Orientation Meeting.

Athletes' Meeting

The tight general programme does not allow an Athletes' Meeting but the FIG Athletes' Representative for Rhythmic Gymnastics, Ms. Liubou Charkashyna, will talk separately to each participating gymnast during the event.

28. WELCOME DINNER FOR TECHNICAL COMMITTEE MEMBERS AND JUDGES

The LOC is delighted to invite all members of the Technical Committee and all Judges to a Welcome Dinner.

Dress code: casual.

29. MEDIA AND TV

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. The registration deadline was 22 May 2019.

Media representatives as well as federations' communications staff can register online at <https://media.gymnastics.sport> in order to submit a late request for media credentials for the Junior World Championships. 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.

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 podium training sessions and competitions. This is where journalists collect flash quotes from the competitors. Federations are responsible for the proper and timely appearance of their medallists in the Mixed Zone.

There is no obligation for a gymnast to stop in the Mixed Zone, however, 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. The cards are distributed onsite by the FIG Media staff.

Warm-up hall

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

Podium training

All accredited media representatives have free access to the Field of Play during the official podium training sessions. 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.

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

Opening and closing press conferences are not scheduled for this event.

Press and Media Obligations

At FIG events, 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. Gymnasts must appear in the interview area as outlined in the Workplan. Upon non-appearance of their athletes, the respective NF will be fined for each infraction.

PUBLICITY ON COMPETITION ATTIRE – NATIONAL EMBLEMS

Publicity and national emblem 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 **19 June 2019** in order to have it approved.

Please refer to the Directives for additional information on the Publicity Rule Chart. Should you need additional information or clarification, you may contact tv@fig-gymnastics.org for further assistance.

ATHLETES' IMAGES FOR IMPROVED SPORTS PRESENTATION

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 the Podium training.

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

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 on each apparatus will be recorded in high definition by digital video cameras (IRCOS). The official FIG IRCOS footage will be available for sale to all FIG member federations. 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.

30. SECURITY CHECK

Moscow Police, Minister of emergencies, Moscow local and Federal security bodies will assure the security of spectators and delegation members. For delegation members, the security check will be made by visual recognition and by verifying the accreditation card.

All persons including Delegation and FIG Family members must comply with the list of the prohibited items requirements (Appendix 7). However, Delegation and FIG Family members are allowed to bring food and necessary medicines. **All bags will be checked through the bag scanner.**

Any object being the subject of an offense will be confiscated.

31. TOURIST INFORMATION

Ticketing

Tickets sales have already started on 07 June 2019. Prices vary from 4 Euros to 40 Euros (300-3000 rubles).

Currency:

The RUS currency is the RUB (Ruble)

You can exchange currency at the airports upon arrival or at/near the official hotels. In addition, each hotel is equipped with ATMs.

Power supply:

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



GMT: UTC + 3 Hr

32. SUMMARY OF REMAINING DEADLINES

For FIG

	Deadline
Nominative Registration – 1st step (online)	19 June 2019
Nominative Registration – 2nd step (online)	05 July 2019
Online Publicity (not compulsory) (Paper Form)	19 June 2019
Music Release Form (Paper Form)	19 June 2019
Music Release Form if changes occurred between nominative registration step 1 and step 2 (Paper Form)	05 July 2019
Contact details of the Head of Delegation or Representative (by e-mail)	05 July 2019
Medical Round Table – confirmation of participation	18 July 2019

For the LOC

	Deadline
Accommodation (names-to-rooms assignment) (online)	19 June 2019
Photo for Accreditation (online)	19 June 2019
Music Release Form – Paper Form	19 June 2019
Travel details - Paper Form	21 June 2019
Insufficient insurance Coverage	01 July 2019
Music Release Form if changes occurred between nominative registration step 1 and step 2 (Paper Form)	05 July 2019
Music for Individuals and for Groups (via accreditation platform)	01 July 2019

Payments to the LOC

	Deadline
100% Payment of the Accommodation Costs	01 June 2019
Meals remaining 50%	19 June 2019
Additional Accreditations	01 July 2019
Additional Banquet tickets	01 July 2019

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



Nicolas Buompane
Secretary General

- Appendix 1: Request for Accreditation Change for Official
- Appendix 2: Request for Accreditation withdrawal without replacement
- Appendix 3: Request for Change of Start List
- Appendix 4: Travel Form
- Appendix 5: Judges' Instruction programme
- Appendix 6: Medical Round Table – confirmation of participation
- Appendix 7: List of prohibited items