



**2019 Acrobatic Gymnastics Pan American Championship  
22 - 24 November, 2019 Monterrey, N.L., MEX**

**DIRECTIVES**

**Event ID: 16239**  
**Update 22.08.2019**  
**LOC email address**

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Mexican Gymnastics Federation (MEX) has the pleasure to invite your Federation to participate in the afore mentioned official FIG and PAGU international event.

<b>DISCIPLINE</b>	<b>Acrobatic Gymnastics</b>	
<b>PAN AMERICAN GYMNASTICS UNION</b>	<b>Pan American Gymnastics Union</b> Camino a Santa Teresa #482 Colonia Peña Pobre, Alcaldía de Tlalpan, C.P. 14060 Mexico City, Mexico Phone: +52 55 5927-5393 E-mail: <a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a>	
<b>HOST FEDERATION</b>	<b>Mexican Gymnastics Federation</b> Camino a Santa Teresa #482 Colonia Peña Pobre, Alcaldía de Tlalpan, C.P. 14060 Mexico City, Mexico Phone: +52 55 5927-5393 E-mail: <a href="mailto:info@fmgimnasia.org.mx">info@fmgimnasia.org.mx</a> Website: <a href="http://www.fmgimnasia.org">www.fmgimnasia.org</a>	
<b>ORGANIZING COMMITTEE</b>	<b>Local Organizing Committee:</b> <a href="mailto:panam.acro.2019@gmail.com">panam.acro.2019@gmail.com</a>	
	President	Gustavo Salazar <a href="mailto:ii_guso@yahoo.com.mx">ii_guso@yahoo.com.mx</a>
	Sport Manager	Roberto Borrego <a href="mailto:borrego_roberto@yahoo.com">borrego_roberto@yahoo.com</a>
	Tonya Case – PAGU ACRO Technical Committee President Email: <a href="mailto:trcase2@gmail.com">trcase2@gmail.com</a>	
<b>LOCATION</b>	Monterrey, Nuevo Leon, Mexico	
<b>DATES</b>	From 22 to 24 November 2019	
<b>VENUE</b>	<b>Competition and training venue:</b> Gimnasio Nuevo León Independiente Av. Manuel L Barragán 1000, Niños Héroes, Parque Niños Héroes Monterrey, Nuevo León, Mexico	
<b>APPARATUS</b>	Gymnova – Ref. 6775 “Montreal” with carpet Mats 20cm: Gymnova Reference <b>1610</b>	
<b>RULES AND REGULATIONS</b>	The event will be organized according to the following FIG rules, as valid in the year of the event, except for any deviation mentioned in these directives or the PAGU Technical Regulations: <ul style="list-style-type: none"> <li>• Statutes</li> </ul>	

	<ul style="list-style-type: none"> <li>• Technical Regulations</li> <li>• Code of Points and Newsletters</li> <li>• General Judges' Rules</li> <li>• Specific Judges' Rules</li> <li>• Accreditation Rules</li> <li>• Anti-Doping Control Rules</li> <li>• Medical Organization of the Official FIG Competitions and Events</li> <li>• License Rules</li> <li>• Media Rules</li> <li>• Apparatus Norms</li> <li>• FIG Rules for Sanctioning (approval) of International Events</li> <li>• Advertising and Publicity Rules</li> </ul> <p><i>and subsequent decisions made by FIG and PAGU Executive Committee</i></p>
<p><b>INVITED FEDERATIONS</b></p>	<p>The Pan American Gymnastics Union invites all Federations affiliated to the PAGU and the FIG and which are up to date in their obligations.</p>
<p><b>AGES</b></p>	<p><b>Seniors:</b> 15 years old and older  <b>Junior:</b> 13-19 years old  <b>Age Group 2:</b> 12–18 years old  <b>Age Group 1:</b> 11–16 years old  *Age by <i>December 31, 2019</i>  <b>All gymnasts must possess the FIG license valid until the end of the event.</b></p>
<p><b>JURY AND JUDGES</b></p>	<p><b>All judges must have current valid FIG brevet at the time of the event.</b></p> <p>Each Federation with FIG brevet judges must send at least 1 judge and a maximum of 2 judges as follows:</p> <ul style="list-style-type: none"> <li>• Federations with 1 or 2 units participating, and with FIG Brevet Judges, must present at least 1 judge from Categories 1, 2, 3 or 4.</li> <li>• Federations with 3 or more units participating, and with FIG Brevet Judges, must present 2 judges from Categories 1, 2, 3 or 4.</li> <li>• If a Federation has a judge of Category 3 or higher, they must present at least one judge of the higher category, and then they may present a Category 4 judge.</li> </ul> <p>These judges are in addition to any CJP/DJ selected for the competition. The CJP will be a neutral judge invited by PAGU for the competition.</p> <p>The CJP and 1 D judge must be of Category 2 or higher.</p> <p>Federations with PAGU TC members may register them in addition to the judges of their Federation.</p> <p>The panel may have two judges from the same federation in active positions, but they must be in separate components. It is preferred to have one judge as DJ and the other as E or A. But it is possible to have 1 as E and 1 as A, if necessary, to complete the panel. Categorify 4 judges will be assigned to an E judging position as a first priority.</p> <p>The fine for failing to participate with the required judges is USD\$1,000.00. This fine must be paid to PAGU by <b>27 September 2019</b> at the latest. The fine does not apply to those Federations that do not have FIG Brevet judges.</p> <p>The National Federation must inform PAGU in advance (at the time of the definitive registration) to allow the appointment of an invited neutral judge.</p>

	<p>The panel of judges will have:  4 Artistic Judges  4 Execution Judges  2 Difficulty Judges  1 Chair Judge  2 Line Judges  1 Time Judge</p>																																																																
<b>REGISTRATION DEADLINES</b>	<table border="1"> <tr> <td>Provisional registration</td> <td>2 August 2019</td> <td colspan="3"><a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a></td> </tr> <tr> <td>Definitive registration</td> <td>27 September 2019</td> <td colspan="3"><a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a></td> </tr> <tr> <td>Nominative registration</td> <td>25 October 2019</td> <td colspan="3"><a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a></td> </tr> </table>					Provisional registration	2 August 2019	<a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a>			Definitive registration	27 September 2019	<a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a>			Nominative registration	25 October 2019	<a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a>																																															
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<b>ENTRIES</b>	<p>The entry fee for this event is <b>USD\$50.00</b> per gymnast and must be paid to the Local Organizing Committee by <b>27 September 2019</b> at the latest.  Entries will be valid as long as they are sent to the PAGU through member Federations, the corresponding proof of deposits are attached, and forms are filled with the required information.  Late entries will not be valid, and the participation will not be permitted.</p>																																																																
<b>DELEGATION SIZE</b>	<p>The maximum number of persons per official delegation is as follows:</p> <table border="1"> <thead> <tr> <th>Function</th> <th>Seniors</th> <th>Juniors 13-19</th> <th>Age Group 12-18</th> <th>Age Group 11-16</th> </tr> </thead> <tbody> <tr> <td>Gymnasts</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Maximum units/category All Around</td> <td>39</td> <td>39</td> <td>39</td> <td>39</td> </tr> <tr> <td>Additional participants as Specialists*</td> <td>13</td> <td>13</td> <td>13</td> <td>13</td> </tr> <tr> <td>Coaches</td> <td colspan="2">1 per category per level 2 if more than 9 units</td> <td colspan="2">1 per category per level 2 if more than 9 units</td> </tr> <tr> <td></td> <td colspan="4">Additional coaches may be given accreditation with the additional cost, to a maximum of 3 per category and per level.</td> </tr> <tr> <td>Judges (see section Judges and Juries above)</td> <td colspan="4">1-2</td> </tr> <tr> <td>Medical personnel</td> <td colspan="4">1</td> </tr> <tr> <td>Physiotherapist</td> <td colspan="4">1 if 1-4 units 2 if more than 5 units</td> </tr> <tr> <td>Head of Delegation</td> <td colspan="4">1</td> </tr> <tr> <td>Team Manager</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Chaperone</td> <td>0</td> <td colspan="3">1 per 10 gymnasts, at the charge of the Federation</td> </tr> </tbody> </table> <p><i>*pair or group that participates in balance or dynamic only</i></p> <p>A maximum of 4 gymnasts/units are allowed to participate per Federation on each category and age group.</p> <p>Accreditation cost for additional delegation members is <b>USD\$100.00</b> per person and must be paid to Local Organizing Committee by <b>27 September 2019</b> at the latest.</p>					Function	Seniors	Juniors 13-19	Age Group 12-18	Age Group 11-16	Gymnasts					Maximum units/category All Around	39	39	39	39	Additional participants as Specialists*	13	13	13	13	Coaches	1 per category per level 2 if more than 9 units		1 per category per level 2 if more than 9 units			Additional coaches may be given accreditation with the additional cost, to a maximum of 3 per category and per level.				Judges (see section Judges and Juries above)	1-2				Medical personnel	1				Physiotherapist	1 if 1-4 units 2 if more than 5 units				Head of Delegation	1				Team Manager	1	1	1	1	Chaperone	0	1 per 10 gymnasts, at the charge of the Federation		
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<p><b>REGISTRATION AND ACCREDITATION</b></p>	<p>The accreditation will allow them to access areas according to their functions, as well as local transportation and farewell banquet.</p> <p>Only the following people will be allowed to acquire an additional accreditation: Coach, Doctor, Physiotherapist, Team Manager and third judge (different from the PAGU TC Member)</p> <p>The accreditation for the third judge has no additional cost.</p> <p>Along with the Nominative Registration all Federations must send a copy of the passport and a photograph with for each member of the delegation. These documents shall be sent via email to:  <a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a> (only passports)  <a href="mailto:borrego_roberto@yahoo.com">borrego_roberto@yahoo.com</a></p> <p>Requirements for each photo:</p> <ul style="list-style-type: none"> <li>• File format: JPEG</li> <li>• Dimensions: min 210 x 270 pixels; max 420 x 540 pixels</li> <li>• Width 35 x 45 Hight</li> <li>• File size: no more than 1 MB</li> <li>• Plain and light background</li> </ul> <p>Each document must be identified with the Country Code, Last name, Name, Age Group, Category and Function of each member.  Example: MEX_FERNANDEZ_Ana_AG1_MP_Gymnast</p> <p>These documents must be sent no later than <b>25 October 2019</b>.</p> <p>In case of not sending the photograph as requested, the Local Organizing Committee can take the photograph on site and will have an additional cost of <b>USD\$10.00</b> for each one.</p> <p>In case of theft or loss of the accreditation, it must be informed immediately to the Local Organizing Committee for the cancellation of the accreditation. The replacement of stolen or lost accreditation will cost <b>USD\$50.00</b> to be covered by the accreditation holder.</p> <p>All participants must use their accreditation during all official activities. Accreditation will be distributed upon arrival at the registration desk. Additional information on the access zones for each accreditation will be given in the Work Plan.</p>								
	<p><b>COMPETITION FORMAT</b></p>	<p>The Pan American Championships consists of two phases: Qualifications and Finals in all categories and age groups.  FIG Rules for Seniors, Juniors, Age Group 1 and Age Group 2 except as noted.</p> <p><b>Qualifications</b>  Qualification for Balance and Dynamic Finals and to receive a ranking for All Around.  Qualifications may be entered by all pairs or groups, including specialists, intending to qualify for Finals. And by all pairs and groups intending to receive a ranking for the All Around.</p> <p><b>Finals – Balance and Dynamic for all Age Groups, Juniors and Seniors</b>  The number of pair/groups (P/G) in finals is determined by the total number of units based on the nominative entries as follows:</p> <table border="0"> <tr> <td>1 – 8 P/G</td> <td>6 finalists</td> </tr> <tr> <td>9 – 15 P/G</td> <td>8 finalists</td> </tr> <tr> <td>16 – 20 P/G</td> <td>10 finalists</td> </tr> <tr> <td>20 + P/G</td> <td>12 finalists</td> </tr> </table>	1 – 8 P/G	6 finalists	9 – 15 P/G	8 finalists	16 – 20 P/G	10 finalists	20 + P/G
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20 + P/G	12 finalists								

<p><b>TIE-BREAKING RULES</b></p>	<p>Not more than 2 pair/groups (with highest score) per federation may proceed to the final.</p> <p><b>All-around Final - Combined</b>  <b>Age Group 12-18, Juniors and Seniors (not 11-16)</b>  The event can be entered by all pairs and groups that have taken part in Qualifications. The total scores from the Qualifications and All Around will be used to rank the competitors.  Note: Not more than 2 pair/groups (with highest score) per federation may proceed to the final.</p> <p>The Junior and Senior competitors with the highest total scores from Qualifications and All Around will be declared the winners and all-around Pan American Champions.  For Age Group 12-18, the pair/group with the highest total scores from Qualification and All Around will be declared the winners and the 12-18 Pan American Age Group Champions.  There is no All Around for Age Group 11-16.</p> <p>In the case of a tie in Age Group 12-18, Junior and Senior Qualification competition for qualification into Balance and Dynamic Finals, or All around final, it will be broken based on the following criteria in this order:</p> <ul style="list-style-type: none"> <li>• the highest Execution score for the exercise</li> <li>• the highest Execution and Artistic scores together for the exercise</li> <li>• If the tie remains, both pair/groups qualify for the final</li> </ul> <p>In the case of a tie in Age Group 11-16 Qualification for qualification into Balance and Dynamic Finals, it will be broken based on the following criteria in this order:</p> <ul style="list-style-type: none"> <li>• the highest Execution score for the exercise</li> <li>• the highest Execution and Artistic scores together for the exercise</li> <li>• If a tie still remains, both will go to the final.</li> </ul>
<p><b>AWARDS</b></p>	<p>The best 3 places on each category (Senior, Junior, AG2, AG1) will receive a medal and diploma.  In the event of a tie for the medals, duplicate awards will be given and the next place will be skipped. I.E. in the case of a tie for 1<sup>st</sup> place, two sets of gold medals will be awarded. Second place will be skipped, and the bronze medal will be awarded to the next highest score.</p>
<p><b>PROVISIONAL SCHEDULE</b></p>	<p><b>18/November</b>  All day      Arrival of PAGU authorities</p> <p><b>19/November</b>  All day      Arrival of Delegations  Delegations registration  Limited trainings upon previous request</p> <p><b>20/November</b>  All day      Delegates' Technical Meeting  Trainings by schedule</p> <p><b>21/November</b>  Judges' Briefing  Podium Training</p> <p><b>22/November</b>  Opening Ceremony  Competition</p> <p><b>23/November</b>  Competition</p>

	<p><b>24/November</b></p> <p>Finals Competition Awards Ceremonies Farewell Party</p> <p><b>25/November</b></p> <p>All day Departure of Delegations and PAGU authorities</p>
<b>DEFINITIVE SCHEDULE</b>	A detailed program of activities with final schedule will be sent to the National Federations after the close of the definitive registration.
<b>MEDICAL SERVICE</b>	The Local Organizing Committee will provide first aid services at competition and training venues during the official activities.
<b>VISA</b>	<p>Please verify immediately with your travel agency, Mexican Embassy or Consulate in your country if a visa is required for your travel to Mexico. The Local Organizing Committee will be happy to assist each member of the Delegation by sending an official invitation letter, provided that this request is made no later than <b><u>25 October 2019</u></b>.</p> <p>This request must include the function, full name, gender, date of birth, citizenship, passport number, passport's expiration date, arrival and departure dates of the Delegation's member, as well as the city the visa application support letter must be sent to.</p>
<b>INSURANCE</b>	<p>The Host Federation, the Local Organizing Committee ("LOC"), the PAGU and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</p> <p>The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation.</p> <p>The LOC will verify the insurance upon arrival of the delegations (e.g. copy of insurance policy). Delegation members with insufficient insurance coverage must inform the LOC in advance, but no later than <b><u>25 October 2019</u></b>.</p> <p>The LOC will offer insurance to the Federations at a cost of <b>USD\$30.00</b> per person for the official days of the event.</p>
<b>INTERNATIONAL TRANSPORTATION</b>	<p>The invited participating federations must pay the international travel expenses of all their delegation members.</p> <p><b>Arrival International Airport</b> General Mariano Escobedo (MTY)</p> <p>The Travel Itinerary Form must be returned to the LOC by <b><u>25 October 2019</u></b> at the latest.</p>
<b>LOCAL TRANSPORTATION</b>	<p>Local transportation will be offered to and from the airport, provided that the delegations stay in one of the official hotels and book their accommodation through the Local Organizing Committee.</p> <p>The Local Organizing Committee will provide local transportation from the airport to the hotel and vice versa, only on the official arrival day of Tuesday 19/November and on the official departure day of Monday 25/November (except for PAGU representatives arriving or departing on different days).</p> <p>Delegations arriving or departing in non-official days may contact the Local Organizing Committee (<a href="mailto:borrego_roberto@yahoo.com">borrego_roberto@yahoo.com</a>) no later than <b><u>25 October 2019</u></b> to arrange transportation to its hotel or to the airport at a cost of <b>USD\$25.00</b> per person per trip (airport-hotel or hotel-airport).</p> <p>The Local Organizing Committee will provide transportation from the official hotels to the competition and training facilities and vice versa, for all members of</p>

<p><b>ACCOMMODATION AND MEALS</b></p>	<p>the delegation duly accredited and who booked their accommodation through the LOC according to the official program of activities.</p> <p><b>OFFICIAL HOTEL</b></p> <p><b>HOTEL CROWN PLAZA</b>  Av. Constitución Oriente 300  Col. Centro, C.P. 64000  Monterrey, Nuevo León, México</p> <div style="display: flex; justify-content: space-around;">   </div> <table border="1" data-bbox="537 659 1484 936"> <thead> <tr> <th>Occupancy</th> <th>Price per person/night</th> <th>Included per person</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Single</td> <td>USD\$165.00</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> <tr> <td>USD\$120.00</td> <td>1 breakfast</td> </tr> <tr> <td>USD\$100.00</td> <td>No meals</td> </tr> <tr> <td rowspan="3">Double / Triple</td> <td>USD\$110.00</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> <tr> <td>USD\$70.00</td> <td>1 breakfast</td> </tr> <tr> <td>USD\$50.00</td> <td>No meals</td> </tr> </tbody> </table> <p>The meals service starts with lunch on the arriving day and finishes with the breakfast on the departing day.  Prices charged for the hotel rooms will not exceed the usual hotel rates.  While the Accommodation Form must be returned to the Local Organizing Committee no later than <b>27 September 2019</b>, the hotel rooms will be distributed in the order in which the applications and payments are received.  The participating Federations must cover the accommodation and/or meals expenses of all members of their delegation.</p> <p>The costs for the accommodation/meals must be paid to the LOC by <b>25 October 2019</b> at the latest.  Note: Rooms and prices cannot be guaranteed if requests and/or payments are received after the deadlines.</p>	Occupancy	Price per person/night	Included per person	Single	USD\$165.00	1 breakfast, 1 lunch, 1 dinner	USD\$120.00	1 breakfast	USD\$100.00	No meals	Double / Triple	USD\$110.00	1 breakfast, 1 lunch, 1 dinner	USD\$70.00	1 breakfast	USD\$50.00	No meals
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<p><b>CANCELLATION POLICY</b></p>	<p>Cancellation policy: The PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meals reservation.</p> <table border="1" data-bbox="581 1507 1442 1581"> <thead> <tr> <th>Date of cancellation</th> <th>Reimbursement for cancellation</th> </tr> </thead> <tbody> <tr> <td>100% until October 25</td> <td>No reimbursement after October 25</td> </tr> </tbody> </table>	Date of cancellation	Reimbursement for cancellation	100% until October 25	No reimbursement after October 25													
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<p><b>FAREWELL PARTY</b></p>	<p>The Farewell Party will be held on Sunday <b>24 November 2019</b> and there will be no additional cost for the accredited members of the participating delegations who stay in the official hotel and have made a reservation through the LOC.  Additional tickets for the Farewell Party may be requested to LOC by <b>25 October 2019</b>, at the time of booking the accommodation/meals packages.  The price of each additional ticket is <b>USD\$30.00</b>.</p>																	
<p><b>BANK INFORMATION</b></p>	<p>Once the definitive registration deadline has expired and the requests for additional accreditation, lodging, local transportation, farewell party or insurance application have been received, the Local Organizing Committee will send the bill of payment with the bank details for the respective payment.</p>																	

<b>MARKETING MEDIA</b>	The participating federation is responsible for covering all bank fees in connection with the bank transfers.	
	FIG advertising and publicity norms must be respected.	
	The media representatives, as well as the communications staff of the federations who are interested in covering the event, may apply for registration to PAGU ( <a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a> ) no later than 25 October 2019. In addition, the National Federations are asked to send a confirmation letter to the PAGU.	
<b>DEADLINES SUMMARY</b>	<b>To PAGU</b>	
	Provisional Registration	2 August 2019 (to PAGU)
	Definitive Registration	27 September 2019 (to PAGU)
	Nominative Registration	25 October 2019 (to PAGU)
	Payment of the fine for missing judge	27 September 2019 (to PAGU)
	<b>To the Local Organizing Committee</b>	
	Payment of the Entry fees	27 September 2019 (to LOC)
	Payment for additional accreditation	27 September 2019 (to LOC)
	Accommodation/meals Form	27 September 2019 (to LOC)
	Payment of 100% for Accommodation and Meals	25 October 2019 (to LOC)
	Request and payment of additional tickets for the Farewell Party	25 October 2019 (to LOC)
	Travel Itinerary Form and payment for transportation on non-official dates	25 October 2019 (to LOC)
	Visa Request Form	25 October 2019 (to LOC)
	Documents for accreditation	25 October 2019 (to LOC)
	Submission of music by e-mail	25 October 2019 (to LOC)
Submission of ACRO music form	25 October 2019 (to LOC)	
Request and payment of insurance	25 October 2019 (to LOC)	

**ADDITIONAL  
INFORMATION**

**ACRO Music**

While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its Acrobatic Gymnastics athletes does not infringe any copyright and may be disseminated in the media.

This confirmation must be done along with the nominal registration, no later than **25 October 2019**. Each Federation will be asked to report on the duration, composer, artist and title of the music to be used for each exercise.

Along with this information, the Federation must send via e-mail to the LOC the music (mp3 format) of each of the units, duly identified.

Example: MEX\_SENIOR\_MP\_PEREZ, GOMEZ

The MP3 music and the music form must be sent to: [borrego\\_roberto@yahoo.com](mailto:borrego_roberto@yahoo.com)

During the registration the Heads of Delegation must:

- Check the correct names of their complete delegation.
- Present the passport of each member of the delegation
- Provide proof of medical coverage of all members of the delegation
- 1 USB with music for each routine labeled correctly. See above.
- Flag of the country.
- USB with the National Anthem

Sincerely yours,

Patricia Dieguez  
PAGU Secretary General



A handwritten signature in black ink, which appears to read "Gustavo Salazar".

Gustavo Salazar  
President of the Mexican Gymnastics Federation

Mexico City, Mexico  
July 11 2019