



ID 16966

**10TH FIG AER GYMNASTICS
WORLD AGE GROUP COMPETITIONS**

**GUIMARÃES
(POR)**

June 10-12, 2022



**2022
AEROBIC
GYMNASTICS**



**10TH WORLD AGE GROUP COMPETITIONS
17TH WORLD CHAMPIONSHIPS
10-12 // 16-18 JUNE • GUIMARÃES • PORTUGAL**

Directives

Dear President,

The FIG is pleased to herein provide you with the Directives for the 10th World Age Group Competitions in Aerobic Gymnastics to be held in Guimarães (POR) from June 10th until June 12th, 2022.

These World Age Group Competitions will be organized following the current valid version of the FIG Statutes, Technical Regulations, the AER Code of Points 2022-2024, FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events as well as all other Rules and Guidelines valid starting 01 January 2022, onwards, any possible amendments by the date of these World Age Group Competitions, and any complements decided in the meantime.

All participating Federations commit to abide by the Statutes and all FIG Rules and Regulations. National Federations not respecting them will not be allowed to compete.

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1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE

Fédération Internationale de Gymnastique (FIG)

Contact Persons: Mr. Alexandre Cola and Ms. Sylvie Martinet

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Case Postale 630

CH - 1001 Lausanne

Tel : +41 (0)21 321 55 10

Direct : +41 (0)21 321 55 18 / 15

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Email : acola@fig-gymnastics.org, smartinet@fig-gymnastics.org

Website : www.gymnastics.sport



2. HOST FEDERATION AND LOCAL ORGANISING COMMITTEE (LOC)

Gymnastics Federation of Portugal (FGP)

Contact Person: Ms. Teresa Loureiro

Address : Estrada da Luz, 30 A

1600 - 159 Lisboa

Tel: +351 218 141 145

E-mail: federacao@ginastica.org | teresa.loureiro@ginastica.org

Website:



3. COMPETITION HALL, TRAINING HALL AND WARM UP HALL

Name: **Pavilhão MULTIUSOS DE GUIMARÃES**

Address : Alameda Cidade de Lisboa, 481

Creixomil, 4835-037 Guimarães

Email : multiusos@tempolivre.pt

Website : <https://www.pitagorasgroup.com/project/multi-use-pavilion-of-guimaraes/?lang=pt-pt>



Competition Hall	Pavilhão Multiusos de Guimarães Equipped with 1 AER competition floor
Joint Warm-up & Training Halls	Equipped with 3 AER floors and 1 stretching area (adjacent to FoP)

Pavilhão Multiusos de Guimarães – External view



Training Hall



Competition Hall



4. PROVISIONAL PROGRAM (SUBJECT TO CHANGE)

Note: (1=Age Group, 2= Junior)

Date	Description	Location	Schedule
Tuesday June 7	Official arrival of WAGC delegations Accreditations	LOC Office	All day
Wednesday June 8	Training and Podium training Orientation meeting Opening/Closing ceremony rehearsal	Multiusos Arena	All day 18:00 After Podium trianing
Thursday June 9	Training and Podium training D judges draw and Judges instruction A and E SmartScoring system instruction Judges' instruction D and CJP	Multiusos Arena	All day 14:00–16:00 16:00-16:30 16:30-18:00
Friday June 10	Qualifications day 1 IW 1 / TR 2 / AD 1 IM 1 / MP 2 GR 1 / AD 2 Opening Ceremony	Multiusos Arena	tbd.
Saturday June 11	Qualifications day 2 IW 2 / TR 1 / AS 2 IM 2 / MP 1 / GR 2	Multiusos Arena	tbd.
Sunday June 12	Finals IW 1 / TR 2 / AD 1 Medal Award Ceremony IW 1 / TR 2 / AD 1 IM 1 / MP 2 Medal Award Ceremony IM 1 / MP 2 GR 1 / AD 2 Medal Award Ceremony GR 1 / AD 2 IW 2 / TR 1 Medal Award Ceremony IW 2 / TR 1 IM 2 / MP 1 Medal Award Ceremony IM 2 / MP 1 GR 2 / AS 2 Medal Award Ceremony GR 2 / AS 2 Closing Ceremony Farewell	Multiusos Arena	tbd.
Monday June 13	Official departure of WAGC		All day

Please note: Schedule is *provisional* and may be adjusted after entries are received.

5. PARTICIPATIONS AND ACCREDITATIONS

Gymnasts holding a valid FIG License until the end of the event and with the correct age from FIG affiliated federations in good standing may take part in these World Age Group Competitions.

Maximum delegation size

The maximum size of each delegation, together with the number of transferable access cards (transferable within the Federation's official delegation) is as follow:

Function	Number
Head of Delegation / Head of Delegation and NF President	1
NF President as guest (not as Head of Delegation) ¹	1
Accompanying Person of NF President ¹	1
Team Manager	1
4 to 9 units	2
10 and more units	2
Coach	1
1 unit	2
2 to 10 units	3
11 to 15 units	4
16 to 19 units	4
*Additional Coach	1
6 to 11 units	2
12 and more units	2
Gymnasts	
Age group	Max 1 unit per category in IM, IW Max 2 units per category in Mixed Pair and Trio Max 1 unit in Group and Aerobic Dance
Junior	Max 1 unit per category in IM, IW Max 2 units per category in Mixed Pair and Trio Max. 1 unit for Group, Aerobic Dance and Aerobic Step The total number of gymnasts must not exceed 58
Judge	2
Medical Doctor	1
Paramedical Staff	1
Additional Medical Doctor	6 to 11 units
OR Paramedical Staff ¹	12 and more units
Chaperon per 10 competitors ¹	1
Guest or VIP Guest ¹	1 to 11 units
	12 and more units
Transferable access cards²	
Zone 1 coach	1
Zone 3 Head of Delegation or Team Manager	1

¹ Accreditation at the charge of the Federation

² Additional transferable access cards may be delivered by FIG upon request by the delegation due to competition schedule / conditions

Additional Coach	150 EUR
Additional Medical doctor or paramedical staff	150 EUR
Delegation Guest	150 EUR
Delegation VIP Guest	250 EUR

Note: **Accommodation must be booked through LOC.**

Supplementary accreditations

The following supplementary Accreditations (either free of charge or at the charge of the Delegations or the FIG Authority) as per the accreditation rules may also be delivered to the FIG affiliated federations and FIG Authorities, provided that a request is sent in writing to the FIG by **March 16th, 2022**.

FIG and former FIT Honorary Members	Free of Charge
Former World Champions	Free of Charge
NF President as Guest if not as Head of Delegation	150 EUR
NF President as VIP Guest if not as Head of Delegation	250 EUR

Accompanying person of an NF President	150 EUR
VIP Accompanying person of an NF President	250 EUR
Accompanying person of TC Members	150 EUR
VIP Accompanying person of TC Members	250 EUR
VIP Accompanying person of EC Members / TC President	Free of Charge
VIP Accompanying person of FIG and former FIT Honorary Members	Free of Charge

Organizers of future multi sports Games, World and Continental Championships (if assigned, or in case of candidature / bidding contracts) other than the next AER World Age Group Competitions	
Observers	150 EUR
VIP Observers	250 EUR

Organizers of the next Aerobic Gymnastics World Age Group Competitions Maximum 6 accreditations including 2 VIP	
Observers maximum 6: access to the delegations seating	Free of Charge
VIP Observers maximum 2 included in the above maximum 6: access to the VIP seating and VIP Lounge as well	Free of Charge

Note: **Accommodation must be booked through LOC.**

In case of lost or stolen accreditation, the Local Organising Committee – Accreditation Office – must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (200 EUR). Lost or stolen transferable cards will not be replaced.

The accreditations for the World Age Group Competitions are not valid for the World Championships.

6. AGE LIMIT OF GYMNASTS

World Age Group Competition:

Age Group: 12-14 years old in the year of the event (born in 2008 - 2010)

Junior: 15-17 years old in the year of the event (born in 2005 - 2007)



Please check the age of your gymnasts carefully!!!
No changes of category will be allowed.

7. REGISTRATIONS AND ENTRY FEES

Registrations can only be made by FIG affiliated federations in good standing, via the FIG on-line system (click [here](#)) and by using the National Gymnastics Federations' login (e-mail) and password. Those deadlines are to be considered valid for the World Age Group Competitions.



Reminder

Shall your Federation be willing to participate in the Step category for Junior, the registration will have to be as follow:

Step (for AG 1) where the maximum number of units shall be set as follow: AG 1- 0

Step (Junior) where the maximum number of units shall be set as follow: Junior- 1

Provisional Registrations

The provisional registrations must be completed from now on till Wednesday **February 16th, 2022** (23:59 Swiss time) at the very latest.

As judges will have no brevet at the time of the provisional, please indicate 0 (zero) judge in on the FIG online registration platform for the WCH.

Definitive Registrations

The definitive registrations must be completed by entering the composition of the delegation from **February 17th, 2022** till Wednesday **March 16th, 2022** (23:59 Swiss time) at the very latest.

Definitive registrations received in the FIG Offices after the drawing of lots will be refused (i.e. the gymnasts will not be allowed to compete).

Plaese indicate the correct number of judges at the definitive registration

Nominative Registrations

The nominative entries must be completed by entering the composition of the delegation **from March 17th, 2022** till Wednesday **May 11th, 2022** (23:59 Swiss time) at the very latest.

Entry Fees

The non-reimbursable registration fee amounts to CHF 100.- per gymnast per category (Individual Men, Individual Women, Mixed Pair, Trio, Group, AER Step and AER Dance).

Registrations without the appropriate payment of the registration fees within the given deadline will be considered as invalid (i.e. the gymnasts will not be allowed to compete).

Fines

The fines after missing the Registrations deadlines or after late Registrations are as follows (as per the Technical Regulations):

Fine after missing the Provisional Registration deadline or after late Provisional Registration	CHF	500
Fine after missing the Definite Registration deadline or after late Definite Registration (until the gymnast's drawing of lots)	CHF	1'500
Fine after missing the Nominative Registration deadline or after late Nominative Registration	CHF	1'000

Please note the regulation concerning the fines will be strictly respected.

8. LICENSES



No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.

In order to be considered, Licence application forms (new or renewal) must be submitted at least one (1) month prior to the deadline for nominative registration. Please consult FIG License Rules for additional information in this respect.

9. JUDGES

All brevet judges of the 2017-2021 cycle that pass the online exam will retain their international brevet.

They will be able to judge competitions starting 01.01.2022 using the 2022- 2024 CoP until their online test results are released in February-April, depending on the test date.

The 2022-2024 brevet will become active upon passing the online test.

For all World Cups and World Championships starting after 31 March 2022, please note that a judges' brevet for the 2022-2024 cycle will be required to register and judge.

Therefore, no judge can be registered at the provisional and definitive stages for these competitions after 31 March without the new brevet certification.

It is ok to put "0" judges during registration for these cases and make the correction once the new brevets have been confirmed.

In case of failure at the first test, a retest will be scheduled in order to give a possibility to retest before the event.

The FIG brevetted judges are designated by their Federation and selected for the panels by draw, taking into consideration the degree of the brevet, according to the Judges' Rules.

Federations must present 1 or 2 judges (compulsory minimum 1) cat. 4 minimum.

Priority will be given to the highest categories.

The Chairs of Judges' Panel (CJP) were already drawn by the FIG according to the Technical Regulations and General / Specific Judges Rules.

If a NF rejects the invitation as CJP, this judge may not be selected to another position for the same competition.

The draw for the D, E, A, T, L and reserve judges will be made at the judges' instruction at the World Age Group Competition. No D, E or A judge from the same NF may be drawn in a panel where his / her NF is already represented with a CJP judge. He / she will move directly to the other panel.

NF who has one of their judges drawn/nominated as CJP judge may propose one or two judges cat. 1 to 4 in addition to the drawn/nominated CJP.

The selection of judges (Difficulty) is made by draw on the first judges' draw and will remain for the entire competition.

The selection of judges (E, A, T, L and reserve judges) is made by draw the day of each competition. In the Finals only judges (E, A, T, L and reserve judges) whose Federations do not have competitors nor a No 1 reserve competitor may be called upon to judge.

The selection is made by the drawing of lots the day of each Final. If there are insufficient neutral judges the TC AER decides the process for designating the necessary number of judges.

Judges are requested to arrive in Guimarães one day before the Judges' Instruction at the very latest, and to be available until the last day of the competition they have been registered at by their Federation.



Judges shall recuse themselves if

- 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.

Jury of Appeal / Competitions' Supervisory Board (FIG T.R Art 7.8.3)

The Jury of Appeal consist of two members of the Executive Committee (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 category concerned will be nominated.

The composition of the Jury of Appeal will be communicated in the Workplan.

10. DRAWING OF LOTS

The drawing of lots will decide the starting order of the qualification competitions and the finals. The drawing of lots will take place within two weeks after the deadline of the definitive entry.

The drawing of lots will take place on March 30th, 2022. More information will be provided further on. Due to the pandemic situation no one will be entitled to be physicaly present at the draw. More information will be provided in due time.

11. COMPETITIONS FORMAT AND PROGRAMME

The competition will be conducted according to the current valid FIG Technical Regulations including Section 6 for Aerobic Gymnastics and the Age Group Rules which are included in the FIG AER Code of Points 2022-2024.

The competition consists of a Qualification round and a Final round per each category (IM / IW / MP / TR / GR / AD) in both Age Groups as well as AS only for Junior category.

Competitors will perform one routine only in each of the rounds.

Please note again that gymnasts will be allowed to compete in maximum 3 categories and no more (being AG: IM / IW / MP / TR / GR / AD) (being JR: IM / IW / MP / TR / GR / AD / AS).

12. MEDIA ACCREDITATION

Media accreditation for the World Age Group Competitions is handled by the LOC. Please contact LOC Media Officer Ms. ELENA ROSCA at elena.rosca@ginastica.org.

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

13. PUBLICITY

As the Code of Points foresees deductions should the FIG Rules for Advertising and Publicity on attire and equipment not be respected, each federation may fill-in the online FIG Publicity form (FIG Rules for Advertising and Publicity Appendix E for men and F for women) if deemed necessary by, **April 21st, 2022** at the very latest in order to have it approved.

While the Publicity Rule Chart is available on the FIG website under "[Rules](#) - Publicity" for additional information, you may also contact tv@fig-gymnastics.org for further assistance if required.

14. EQUIPMENT

Floor Supplier: Gymnova
Reference number: FIG ID: 158

Step Supplier: Venturelli
Reference number: FIG ID: 218

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

15. VISA

Please verify immediately with your travel agent or the Embassy or Consulate of Portugal in your country if a visa is required for your travel to Portugal. The LOC will assist you with a visa support letter provided that the request is made to the LOC online via SmartScoring Digital Platform: <https://delegation.gymdata.online/> by **May 18th, 2022** at the latest. It is not guaranteed by the LOC that the requests made after this deadline will be fulfilled.

More information about the visa can be obtained on the following links:

- <https://imigrante.sef.pt/en/entrada-em-portugal/>
- <https://vistos.mne.gov.pt/en/national-visas/general-information/type-of-visa>

More information on visa can be obtained from the LOC's following e-mail: AERPOR22@ginastica.org.

16. TRANSPORTATION

The international travel to Guimarães (POR) will be at each delegation's own expenses. The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their international transportation.

The destination airport is:
Aeroporto Francisco Sá Carneiro (Porto's airport – OPO).

Local Transportation

The LOC offer free local transportation to the official hotels and back for all accredited persons (if applicable) from:

- Aeroporto Francisco Sá Carneiro (Porto's airport – OPO)

Event local transportation service 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 having submitted their Travel Schedule for Arrival and Departure to the LOC by May 11th, 2022 via SmartScoring Digital Platform: <https://delegation.gymdata.online> .

Important:

Transportation back to the airport will also be provided by the LOC on days which are not listed as official departure days. For more information please contact: AERPOR22@ginastica.org

Delegations which did not submit their Travel Form in due course, will not be entitled to use the event transfer or local transportation service and will be responsible to be on time!

17. ACCOMMODATION

Official Hotels

The LOC is delighted to provide FIG and official delegations members with the following selection of hotels category. All rates include breakfast, VAT and service charge. All the chosen Hotels are on average, 58km away from the airport (40 minutes by bus) and a maximum distance far of 10 km, or 20 minutes, by bus, to the Arena/Pavilhão Multiusos de Guimarães.

It is mandatory for all delegations to book their accommodation through the LOC. The LOC offers a package in 5 different Hotel's categories (1 low-cost).

The package includes the following:

- Accommodation **with breakfast** at the chosen category Hotel (after the nominative registrations LOC will provide each delegation with the respective Hotel name and address)
- Free transportation/transfer between the Porto's airport (OPO) to the Hotels and vice-versa
- Free local transportation: Hotel/Venue/Hotel, for trainings, meetings, meals and competition
- Farewell banquet (*if allowed by local health authorities*)

Note: Hotel category prices are per night per person.

Hotel	Single	Twin	Triple
Category 1	180 EUR	130 EUR	110 EUR
Category 2	160 EUR	115 EUR	95 EUR
Category 3	140 EUR	100 EUR	80 EUR
Category 4	120 EUR	95 EUR	75 EUR
Low Cost	80 EUR	65 EUR	50 EUR

Hotel Reservations

Federations should request their accommodation as a matter of priority as rooms are limited and will be allocated strictly in order of booking receipt (i.e. "first come, first served"). Delegations must submit their reservation request to the LOC via SmartScoring Digital Platform (<https://delegation.gymdata.online>) well in advance of the due date, respectively **March 16th, 2022** at the very latest.

The Accommodation (names-to-rooms assignment) has to be submitted to the LOC via SmartScoring Digital Platform by **May 11th, 2022** at the very latest.

Note:

- *The above-mentioned hotel prices are valid before the accommodation deadline which is March 16th, 2022. The hotel prices will increase automatically by €5 per person per night at all the official hotels after this accommodation deadline.*

18. MEALS

Breakfast is included in the price of each of the official hotels.

The meals plan (lunch and dinner) is not compulsory (*) and the delegations are free to make their own meals arrangements for lunch and dinner.

We must inform that near the Arena/Pavilhão Multiusos de Guimarães there are no restaurants.

Meals Bookings

- Breakfast will be served at the hotels; the price is included in the cost of each hotel booking package.
- Lunch and dinner are optional but can be booked through LOC by the price of **EUR 18,50/** each meal (e.g soup, fish or meat, pasta, potatoes or rice and dessert or fruit, water and juice). Those meals will be served at the Arena.
- Vegetarian meals are possible, by request till **May, 11th 2022**.
- Delegations are invited to book their meals via the LOC SmartScoring Digital Platform not later than **May, 11th 2022**.
- From May, 12th to 24th 2022 at the very latest, it will be possible to book extra meals, by the cost of **EUR 20/each** and this request must be done by email: AERPOR22@ginastica.org .

Farewell banquet ()**

Accredited Delegation members (with the exception of E- and R- media), will receive a free ticket for the Farewell Banquet.

All other persons wishing to attend the Banquet will be able to do so, provided that a request is sent to the LOC via the following e-mail address: AERPOR22@ginastica.org . The request and the amount of **50 EUR** per person must be sent and paid in full to the LOC by **May 11th, 2022**.

(*) Due to the Covid-19 pandemic, only closer to the date it will be possible to know if we can keep this situation (not compulsory)

() Due to the Covid-19 pandemic, only closer to the date it will be possible to know if the local health authorities will allow this Banquet to be held.**

19. FINANCIAL OBLIGATIONS - PAYMENT

Payments to the FIG:

The non-reimbursable registration fee per gymnast and per category must be paid to the FIG.

Registrations without the appropriate payment of the registration fee at the time of the Definitive Registration (funds received by the FIG) will be considered invalid (e.i. the athletes will not be allowed to compete).

Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices etc.) and the LOC will not be allowed to participate in these World Age Group Competitions.

Each participating member Federation is kindly requested to clearly state payment's purpose as follows:

NF – Event ID – Discipline – Event Level - Year - Host Country

(Example: SUI 16966 AER WAGC 2022 POR)

Failing to do so could lead to an unidentified fund transfer and may cause your federation to appear not to have met its financial obligations.

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

The payment must be made in **CHF** only. Total amount of the FIG entry fees to be paid to:

19.1 Bank transfer:

Beneficiary	Fédération Internationale de Gymnastique Av. de la Gare 12A, CH-1003 Lausanne/Switzerland
Bank Account / IBAN	CH40 0027 2272 5630 1649 0
Bank	UBS Switzerland SA, Place St-François 16, CH-1002 Lausanne/Switzerland
SWIFT/BIC	UBSWCHZH80A

19.2 Credit card:

Should you wish to pay by credit card, please contact the FIG Finance Dpt (finance@fig-gymnastics.org) and provide the following information:

- **NF – Event ID – Discipline – Event Level - Year - Host Country** (Example: SUI 16966 AER WAGC 2022 POR)
- **Amount and currency**
- **email address** to be used for receiving the link which will allow you to directly enter the credit card details

Payments to the LOC:

Federations which have not fulfilled their financial obligations towards the LOC by the given deadlines herein mentioned may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.

Payment for the supplementary Accreditations, Accommodations and Meals (if applicable) must be made via bank transfer in EUR only to:

Beneficiary	Federação de Ginástica de Portugal
Beneficiary address:	Estrada da Luz, N° 30 – A 1600-159 LISBOA Portugal
Account number/IBAN	PT50 0010 0000 52631450001 91
Bank	BPI
Bank address:	Av. Fontes Pereira de Melo, n° 4 1050-121 Lisboa Portugal
Swift code	BBPIPTPL

All bank fees in connection with the bank transfers must be covered by the participating Federations. Please state the name of your National Federation and the payment purpose on the transfer (i.e. SUI 16966 AER WAGC 2022 POR)- Accommodation Payment).

The costs must be paid to the LOC as follows:

Accommodation:

- **March 16th, 2022:** first 50%
- **May 11th, 2022:** last 50%

Meals:

- **May 11th, 2022:** 100%

Cancellation Policy

The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their accommodation and meals booking.

Rooms cancelled will be submitted to the following penalty fees:

Accommodation cancelled:

Cancellation period	Penalty fee
from March 16 th to May 11 th 2022 (23:59 POR Time)	30 % of the total accommodation cost will be charged
from May 12 th to May 20 th 2022 (23:59 POR Time)	75 % of the total accommodation cost will be charged
from May 21 st 2022 (23:59 POR Time)	100 % cancellation fee of the total accommodation cost will be applied

Meals cancelled:

Cancellation period	Penalty fee
from May 21 st , 2022 (23:59 POR Time)	100 % cancellation fee of the total meal cost will be applied

20. INSURANCE

The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), repatriation and the like.

The FIG TR 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. Basic insurance (sickness, accident and repatriation) in your country of residence is compulsory in order to be able to benefit from coverage by FIG IMSSA subsidiary insurance. Please also refer to <https://www.gymnastics.sport/site/pages/medical-insurance.php> for additional information regarding the FIG IMSSA insurance for Athletes and Judges.

The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The LOC will subsequently offer insurance at the Federations own charge as follows: 50 EUR per person.

Note: The insurance will cover only official activities of the WAGC such trainings, competitions and routes of local transportation. Additional activities such as leisure or tourism will not be covered.

21. 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 e-mail a Safeguarding Officer in case of harassment, abuse of any type, 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 contact number is +37 254 442 282 and will be reachable from the accreditation day as well as via What'sApp. The LOC Safeguarding contact will be communicated upon arrival of the delegations.

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.

22. WORKPLAN

The Workplan will be sent to all the participating federations six weeks at the latest before the start of the competitions.

23. MEDICAL and DOPING CONTROLS

Covid 19:

Due to the current **situation related to the COVID-19 pandemic**, the FIG and the POR National Federation are constantly in contact and more information will be given closer to the event.

Under the supervision of the FIG, doping controls 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 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 spot, except for duly justified emergency cases. Should you need further assistance about TUE requests, please contact the FIG at antidoping@fig-gymnastics.org

24. OFFICIAL HOSPITAL

Name: Hospital da Senhora da Oliveira
Address: Rua dos Cutileiros, 114
Creoxomil, 4835-044 Guimarães
Tel: +351 253 540 330

25. MUSIC

The **LOC Digital Platform (SmartScoring online system)** will allow each Delegation to create a profile and upload, the music the gymnasts will perform with (.mp3 or .wga).

The Music can be uploaded in .mp3 or .wga format as soon as the digital platform is open but by **May 11th, 2022 at the very latest.**

The Local Organising Committee guarantee the personal protection and the strict use of your musical creations during this event.

The music file shall be named as follows:

- Federation (Country abbreviation)
- Category (IM – IW – MP – TR – GR - AD - AS)
- Age Category (Age Group (AG1), Junior (AG 2))
- Name of competitors
- Total time (in minutes and seconds) from the first to the last tone of the music

(for example: SUI_IW/AG 12-14_LASTNAME_Firstname_length-1'28").

Delegation members are requested to keep in their possession a specimen of their CD and USB key for training sessions and in case of a technical problem

While the LOC guarantees the respect for the rights of author and broadcasting of the musical works, each National Gymnastics Federation will also have to confirm that the music used does not violate any copyrights and that it can be broadcasted within sports.

This confirmation will have to be made by filling-in the online Music release Form at the same time as the nominative registration via the FIG online platform. Each NF will also be requested to inform on the category, duration, title, author and interpreter composer, title of music, and artist/interpreter of the Music used. The Music Form must be returned by e-mail in format excel to the FIG and to the LOC by **May 11th, 2022** at the latest.

At the accreditation, in the absence of music's information transmitted via the specific form, the Heads of delegation have to hand in the Music Release form.

26. LOC ONLINE SYSTEM

The online LOC system will open soon after the deadline of the provisional registration. Before its opening, the LOC will provide by e-mail each Federation with a link, sign in details to access the platform and instructions on how to access and use the LOC online system.

In order to get the link and sign in details to access the online platform, please send an email with the name and details of a contact person that will be responsible for registration on behalf of the National Federation to: AERPOR22@ginastica.org as soon as possible.

After the provisional registration and having received the log-in details to access the online system, the Federations will be able to:

- Book accommodations and meals
- Submit travel schedule information (arrivals and departures)
- Make Visa's requests
- Upload photos and passports/ID cards of each Delegation member

Please not that provisional, definitive, 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.

27. INFORMATION GUIMARÃES

Weather in Guimarães in June
 Average max: Temperature 23,8°C
 Average min: Temperature 13,1°C
 Currency: Euro

More detailed information to be included in the Work Plan.

28. SUMMARY OF THE DEADLINES AND PAYMENTS

FOR the FIG

Online Registrations (FIG database platform)	Opening Date	Closing Date
Provisional Registration	From now on	16.02.2022
Definitive Registration	17.02.2022	16.03.2022
Nominative Registration	17.03.2022	11.05.2022
Request for Supplementary Accreditations		Deadline
Written request		16.03.2022
Payment (to be made to the FIG)	Deadline	
Registration Fee	16.03.2022	

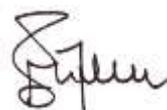
FOR THE LOC

Online (Fill in/upload)	Deadline
Accommodation: Room Numbers	16.03.2022
Accommodation: Nominative	11.05.2022

Visa Request (not compulsory)	11.05.2022
Travel schedule (Arrivals/departures)	11.05.2022
Music form (to the LOC and the FIG)	11.05.2022
Music upload	11.05.2022
Documents (photos and passport)	11.05.2022
Meals	11.05.2022
Insufficient Insurance Cover	At accreditation

Payment (to be made to the LOC)	Deadline
Accommodation Costs (first 50%)	16.03.2022
Accommodation Costs (last 50%)	11.05.2022
Meals	11.05.2022
Accreditations at the charge of the Delegations or the FIG Authority	11.05.2022

Lausanne, 21.01.2022
Sincerely Yours,



Nicolas Buompane
FIG Secretary General