

*Union Européenne de Gymnastique
Europäische Turnunion
European Union of Gymnastics*



31st European Women's Artistic Gymnastics Championships

**Bern (SUI)
June 1 – 5, 2016**



**BERN
2016**

Work Plan

**UEG Women's Technical Committee
O.C. of the European Championships 2016, Bern (SUI)**

1	OFFICIALS AND ORGANIZING COMMITTEE	3
1.1	UNION EUROPÉENNE DE GYMNASTIQUE (UEG)	3
1.2	THE HOST FEDERATION AND THE ORGANIZING COMMITTEE (LOC)	4
2	THE COMPETITION	5
2.1	SCHEDULE	5
2.2	FORMAT OF COMPETITIONS	8
2.2.1	CHANGES TO THE LIST OF NAMES	8
2.2.2	THE QUALIFYING COMPETITION CI JUNIORS AND CI SENIORS	8
2.2.3	THE TEAM FINAL COMPETITION CIV SENIORS	9
2.2.4	THE ALL-AROUND COMPETITION CII JUNIORS	9
2.2.5	THE APPARATUS FINALS COMPETITION CIII JUNIORS AND CIII SENIORS	10
2.3	THE TOUCH WARM-UP DURING THE COMPETITION	10
2.4	ACCESS TO THE COMPETITION AREA	11
2.5	THE AWARD CEREMONIES	11
2.6	THE APPARATUS SUPPLIER	11
2.7	THE SCORING AND DISTRIBUTION OF RESULTS	12
2.8	THE ORIENTATION MEETING	12
2.9	THE COMPETITIONS NUMBERS (BIB)	12
2.10	THE WRITTEN EXERCISES	12
2.11	THE NEW ELEMENTS	12
2.12	THE ANTI-DOPING CONTROL	12
2.13	THE MEDICAL ORIENTATION MEETING	12
3	THE JURY	13
3.1	JURY OF APPEAL	13
3.2	SUPERIOR JURY	13
3.3	THE APPARATUS JURY	13
3.3.1	THE D-JURY	13
3.3.2	THE E- AND R-JURY	14
3.4	JUDGES' INSTRUCTION AND DRAW OF LOTS	15
3.5	INQUIRIES OF THE SCORE	15
4	THE ORGANIZATION OF THE EVENT	16
4.1	TRAINING INFORMATION	16
4.2	THE OFFICIAL PODIUM TRAINING	16
4.3	THE DELEGATION	16
4.4	THE ACCREDITATION	16
4.5	OFFICIAL UEG HOTEL	17
4.6	DELEGATION HOTELS	17
4.7	THE TRANSPORTATION	17
4.8	THE COMPETITION VENUE	17
4.9	THE WAM-UP AND TRAINING HALLS	17
4.10	THE DELEGATION BOXES	17
4.11	THE APPENDIXES	18
4.12	THE RULES AND REGULATIONS	18

1 OFFICIALS AND ORGANIZING COMMITTEE

This Work plan has been drawn up in accordance with the UEG and the FIG regulations, and is based upon the definitive registrations received by the Secretariat of the UEG by March 3, 2016.

More information can also be found from the LOC Directives WAG 2016 European Championships.

1.1 Union Européenne de Gymnastique (UEG)

Union Européenne de Gymnastique (UEG)

Address: P.O. Box 975, 1001 LAUSANNE, Switzerland

Tel.: + 41 (0)21 613 73 32

Fax: + 41 (0)21 613 73 31

E-mail: info@ueg.org

Website : www.ueg-gymnastics.com



UEG Officials	
President	Georges GUELZEC
Vice-President, President Jury of Appeal	Farid GAYIBOV
EC member, Member Jury of Appeal	Paolo FRISING
General Director	Kirsi EROFEJEFF-ENGMAN
Head of Media	Tina GERETS
Assistant	Claire TURNER
Official Doctor	Gérald GREMION

Women's Technical Committee (WTC)	
President	Yvette BRASIER
Vice-President	Anca MIHAILESCU-GRIGORAS
Secretary	Sabrina KLAESBERG
Member	Christine FRAUENKNECHT
Member	Hana LISKAROVA
Member	Orna SHAI
Member	Satu MURTONEN

TV and Media Support	
TV Coordinator	Jean-Francois ROSSE
Communication Advisor	Philippe J. SILACCI

1.2 The Host Federation and The Organizing Committee (LOC)

Swiss Gymnastics Federation

Address : Bahnhofstrasse 38, 5001 AARAU, Switzerland
Tel.: +41 (0)62 837 82 00
Fax: +41 (0)62 824 14 01
E-mail: stv@stv-fsg.ch
Website : www.stv-fsg.ch



EM Kunstturnen Bern 2016

Address : Haus des Sports, Talgut-Zentrum 27, 3063 ITTIGEN, Switzerland
Tel.: +41 (0)31 359 75 00
E-mail: delegations@ec-bern2016.com
Website : www.ec-bern2016.com
Facebook: www.facebook.com/gymbem2016
Twitter: www.twitter.com/gymbem2016
Instagram: www.instagram.com/gymbem2016



President	Heinz MÜLLER
Event Manager	Lisa WORTHMANN
Competition Manager, Apparatus	Simon HÄNNI Brigitte BOSS
VIP Responsible	LOC office
Communication	LOC office
Accommodation and Transportation Manager, Meals	Heinz GABI, Erika GEISSBÜHLER
Marketing and Merchandising Manager	Remo BRECHBÜHL
Award Ceremonies	Herbert SCHMID
Press and Media Manager	Rolf THALLINGER
Financial Manager	Hans BABST
Information Desk	Christine BÜHLER Christine ZIMMERMANN
Volunteers Manager	Jean-Marc GILLIÉRON
Web	Kevin EGGENSCHWILER
Accreditation and Administration Manager	Daniela COUTURE
Medical Assistance	Martin SCHÄR

2 THE COMPETITION

2.1 Schedule

Saturday 28 May		
All day	Arrival of UEG/WTC	accordingly
Sunday 29 May		
	Arrival of delegations and D-judges	
13:30-19:30	Training upon request	Training hall
09:00-18:00	UEG/WTC meeting	Meeting room 1
18:00-21:00	Judges' instruction for all judges and judges' oath	Judges' meeting room
Monday 30 May		
08:15-09:45	Judges' draw for competition CI Seniors, CI Juniors and CII Juniors and briefing for Juniors' podium training	Judges' meeting room
	Training as per schedule	Training hall
09:00-10:00	Orientation meeting	Energy Lounge
10:15-10:45	Medical orientation meeting (for delegation doctors)	Meeting room 1
10:00-19:50	Podium training Juniors (Subdivisions 1-4)	Competition hall
10:00-12:10	Subdivision 1	Competition hall
12:10-14:20	Subdivision 2	Competition hall
	Lunch break	
15:10-17:20	Subdivision 3	Competition hall
17:40-19:50	Subdivision 4	Competition hall
	Swiss Timing instruction for Judges (Juniors' competition) during Podium training	Competition hall
Tuesday 31 May		
	Training as per schedule	
09:30	Judges' briefing for Seniors' podium training	Judges' meeting room
10:00	Last deadline to submit the starting order for competition CI Juniors	Information Desk
10:00-19:20	Podium training Seniors (Subdivisions 1-4)	Competition hall
10:00-11:50	Subdivision 1	Competition hall
12:10-14:00	Subdivision 2	Competition hall
	Lunch break	
15:10-17:00	Subdivision 3	Competition hall
17:30-19:20	Subdivision 4	Competition hall
	Swiss Timing instruction for Judges (Seniors' competition) during Podium training	Competition hall

Wednesday 1 June		
	Training as per schedule	Training hall
08:30	Judges' briefing for competition CI Juniors	Judges' meeting room
09:30	Apparatus Control	Competition hall
10:00	Last deadline to submit the starting order for competition CI Seniors	Information Desk
10:00-20:20	Competition CI Juniors	Competition hall
10:00-12:00	Subdivision 1	Competition hall
12:10-14:20	Subdivision 2	Competition hall
	Lunch break	
15:10-17:20	Subdivision 3	Competition hall
17:20-17:50	Opening Ceremony	
18:00-20:10	Subdivision 4	Competition hall
20:10-20:20	Competition CI Juniors Award Ceremony (team)	
Thursday 2 June		
	Training as per schedule	Training hall
08:30	Judges' briefing for competition CI Seniors	Judges' meeting room
09:30	Apparatus Control	Competition hall
10:00-19:20	Competition CI Seniors	Competition hall
10:00-11:50	Subdivision 1	Competition hall
12:10-14:00	Subdivision 2	Competition hall
	Lunch break	
15:20-17:10	Subdivision 3	Competition hall
17:30-19:20	Subdivision 4	Competition hall
Friday 3 June		
	Training as per schedule	Training hall
09:00-17:00	UEG WTC meeting	WTC room
10:00-14:00	Excursion for Head of Delegations, Judges, UEG officials	Bern
17:00	Judges' draw for competition CIV Seniors, CIII Juniors and CIII Seniors and judges' briefing for competition CII Juniors	Judges' meeting room
17:00	Last deadline to submit the starting order for competition CIV Seniors	
18:30	Apparatus Control	Competition hall
19:00-20:50	Competition CII Juniors	Competition hall
20:35-20:50	Competition CII Juniors Award Ceremony	Competition hall
Saturday 4 June		
	Training as per schedule	Training hall
09:00-16:00	UEG/WTC meeting	WTC room
15:30	Aperitif for Head of Delegations and UEG officials hosted by Swiss Gymnastics Federation	Competition hall
16:00	Judges' briefing for competition CIV Seniors	Judges' meeting room
16:30	Apparatus Control	Competition hall
17:00-18:50	Competition CIV Seniors	Competition hall
18:40-18:50	Competition CIV Seniors Award Ceremony	Competition hall

Sunday 5 June		
	Training as per schedule	Training hall
09:00	Meeting D-Judges & UEG/WTC	WTC room
09:30-10:30	Competition CIII Seniors warming-up on the podium	Competition hall
10:00	Judges' briefing for competition CIII Seniors and CIII Juniors	Judges' meeting room
10:30	Apparatus control	Competition hall
11:00-13:45	Competition CIII Seniors	Competition hall
11:00-11:30	Vault Final	Competition hall
11:30-12:05	Uneven Bars Final	Competition hall
12:05-12:20	Award Ceremony of VT and UB	Competition hall
12:20-12:55	Balance Beam Final	Competition hall
12:55-13:30	Floor Exercise Final	Competition hall
13:30-13:45	Award Ceremony of BB and FX	Competition hall
14:00	Judges' roll call for competition CIII Juniors	Judges' meeting room
14:30-17:40	Competition CIII Juniors	Competition hall
14:30-15:05	Vault Final	Competition hall
15:05-15:45	Uneven Bars Final	Competition hall
15:45-16:00	Award Ceremony of VT and UB	Competition hall
16:00-16:40	Balance Beam Final	Competition hall
16:40-17:20	Floor Exercise Final	Competition hall
17:20-17:35	Award Ceremony of BB and FX	Competition hall
17:35-17:40	Closing Speech	Competition hall
evening	Banquet	Kursaal / Hotel Allegro
Monday 6 June		
All day	Departure of UEG/WTC	accordingly

2.2 Format of competitions

The FIG requirements for Juniors and for Seniors will be applied for all phases of competitions.

Event ID, Junior: 14373

Event ID, Senior: 14372

Competition CI Juniors

5 gymnasts in the team, 4 compete on each apparatus, 3 best scores count.

Qualification for competitions CII and CIII.

Final result for team ranking.

Competition CI Seniors

5 gymnasts in the team, 3 compete on each apparatus, 3 best scores count.

Qualification for competitions CIV and CIII.

Competition CII Juniors

The highest 24 ranked gymnasts from competition CI (with a maximum of 2 per NF) are qualified for this competition.

Four (4) reserve gymnasts are designated, taking into account the ranking in competition CI.

Competition CIV Seniors

The 8 best teams from competition CI are qualified for the team final.

5 gymnasts in the team, 3 compete on each apparatus, 3 best scores count.

Competition CIII Juniors and CIII Seniors

The 8 highest ranked gymnasts on each apparatus from competition CI, with a maximum of 2 gymnasts per NF, per apparatus.

Three (3) reserve gymnasts are designated on each apparatus.

2.2.1 Changes to the list of names

According to the FIG/TR.

Forms have to be submitted to Mrs. Satu Murtonen, the UEG/WTC Technical Delegate.

2.2.2 The qualifying competition CI Juniors and CI Seniors

- According to the FIG/TR, in case of a tie in points at any place in the competition CI, for qualification for competition CII, CIV or CIII, the tie breaking rules will apply.
- In competition CI Juniors, result for team ranking, in case of a tie in points at any place, the tie will not be broken.
- Starting orders for competitions will be according to the drawing of lots carried out in Bern (SUI) on 6 May 2016, by the UEG/WTC and the LOC.
- For competition CI Juniors and CI Seniors, the draw for mixed groups will be made amongst the national federations with individual gymnast(s). The starting order of the teams and mixed groups will be made by drawing of lots according UEG/TR:
 - The 8 best teams from European Championships 2014 are to be drawn in the last subdivision.*
 - Juniors RUS, GBR, ROU, GER, ITA, BEL, FRA, SUI
 - Seniors ROU, GBR, RUS, GER, ITA, ESP, BEL, SUI
- If a national federation has made a nominative inscription with a team and will present only individuals by the time of the competition or if the number of individuals is less than the number of the gymnasts from the nominative inscription by the time of the competition, the UEG/WTC is entitled to make adjustments of the starting order for the competition, according to the actual number of gymnasts present at the competition.
- **Team:** the competing order for gymnasts in a team is decided by the national federation.
- **Mixed group:** NF with more than one gymnast must submit the order for their gymnasts on each apparatus.

- The competing order of the teams/mixed groups will not alternate during the competition. The gymnasts of the first team/mixed group will warm-up and compete; then the gymnasts of the second team/group will warm-up and compete. The team/mixed group will compete in the same order in the subsequent apparatus.
- If one gymnast is not competing on all apparatus, she has the right to leave the competition area and warm-up in the warm-up hall. The gymnasts may return upon their own wish.

2.2.3 The team final competition CIV Seniors

- According to the FIG/TR, in case of a tie in points at any place in the competition CIV, the tie will not be broken.
- The competing order of the teams will not alternate during the competition. The gymnasts of the first team will warm-up and compete; then the gymnasts of the second team will warm-up and compete. The team will compete in the same order in the subsequent apparatus.
- The numbers correspond with the ranking of the teams after competition CI.
- If one gymnast is not competing on all apparatus, she has the right to leave the competition area and warm-up in the warm-up hall. The gymnasts may return upon their own wish.

Rotation				
1	Team 2	Team 4	Team 6	Team 8
2	Team 1	Team 3	Team 5	Team 7
3	Team 8	Team 2	Team 4	Team 6
4	Team 7	Team 1	Team 3	Team 5
5	Team 6	Team 8	Team 2	Team 4
6	Team 5	Team 7	Team 1	Team 3
7	Team 4	Team 6	Team 8	Team 2
8	Team 3	Team 5	Team 7	Team 1

2.2.4 The all-around competition CII Juniors

- According to the FIG/TR, in case of a tie in points at any place in the competition CII, the tie will not be broken.

Competition CII Juniors

The 24 gymnasts will perform in groups. They will be seeded into Olympic order of apparatus based on results from the qualifying competition. The numbers in the table below correspond to the ranking of the gymnasts after competition CI.

Rotation				
1	3,2,1, 6,5,4	9,8,7, 12,11,10	15,14,13, 18,17,16	21,20,19, 24,23,22
2	20,19,24, 23,22,21	2,1,6, 5,4,3	8,7,12, 11,10,9	14,13,18, 17,16,15
3	13,18,17, 16,15,14	19,24,23, 22,21,20	1,6,5, 4,3,2	7,12,11, 10,9,8
4	12,11,10, 9,8,7	18,17,16, 15,14,13	24,23,22, 21,20,19	6,5,4, 3,2,1

2.2.5 The apparatus finals competition CIII Juniors and CIII Seniors

- According to the FIG/TR, in case of a tie in points at any place in the competition CIII, the tie will not be broken.
- If more than 8 gymnasts are qualified in one apparatus final, a draw will take place, to determine the starting order.
- The draw was made in Bern on 2 April 2016, by the UEG Vice-President and the UEG/WTC.

Competition CIII Juniors

							
Ranking CI	Order CIII	Ranking CI	Order CIII	Ranking CI	Order CIII	Ranking CI	Order CIII
1	1	1	5	1	8	1	5
2	8	2	2	2	4	2	3
3	5	3	8	3	7	3	6
4	4	4	4	4	6	4	2
5	3	5	7	5	3	5	1
6	6	6	1	6	5	6	4
7	2	7	6	7	1	7	8
8	7	8	3	8	2	8	7

Competition CIII Seniors

							
Ranking CI	Order CIII	Ranking CI	Order CIII	Ranking CI	Order CIII	Ranking CI	Order CIII
1	4	1	5	1	3	1	6
2	8	2	3	2	8	2	3
3	6	3	8	3	1	3	4
4	1	4	6	4	6	4	8
5	5	5	7	5	7	5	7
6	2	6	1	6	5	6	1
7	3	7	2	7	2	7	2
8	7	8	4	8	4	8	5

2.3 The touch warm-up during the competition

Warm-up times according to the FIG rules.

- Competition CI, CII and CIII juniors on the podium.
- Competition CI and CIV seniors on the podium.
- Competition CIII seniors in the warm-up hall **only**. (Prior to the start of competition CIII, a timed/controlled warm-up period of one hour accorded to the gymnasts will take place on the podium up to 30 minutes before the start of the competition).

2.4 Access to the competition area

The competition area is accessible to members of various juries, competing gymnasts and their accredited coaches, to local group leaders, to the auxiliary personnel of the Jury, to the President of the UEG Medical Commission, to the official doctor, to the team doctors, medical staff and to persons concerned with the apparatus. A team medical person is permitted to accompany the gymnasts and coaches during all competitions.

Interpreters may not enter the competition area without the permission of Mrs. Yvette Brasier, the President of the UEG/WTC. The competition area is strictly forbidden to all other persons.

According to the FIG/TR, two coaches (or assisting persons) and medical person will be allowed for each team for the team competition, and only one coach for each gymnast for the individual competitions.

According to the UEG/TR Art. 13.1 Use of electronic communication devices

The use of any kind of electronic devices (video, mobile phones, etc.) is strictly forbidden in the competition area.

Please note that, according to the decision of the Executive Committee of the European Union of Gymnastics from February 2016, the use of mobile phones or any other electronic communication device by gymnasts, coaches, judges or medical staff of the delegations on the field of play is forbidden during the entire duration of the competitions of official UEG competitions.

If this rule is violated, the concerned persons will receive a written warning.

If this behaviour is repeated after the written warning is issued, the concerned person will be excluded for the rest of the competition.

The Superior Jury is responsible to decide these disciplinary measures. Appeals against these decisions have to be submitted to the Jury of Appeal whose decision is final.

2.5 The award ceremonies

The award ceremonies will take place according to the schedule and will be organized as follows:

- Competition CI Juniors (team ranking): Gold, Silver and Bronze medalists on the podium
- Competition CII Juniors: 8 best ranked gymnasts on the podium
- Competition CIV Seniors: Gold, Silver and Bronze medalists on the podium
- Competition CIII Juniors: Gold, Silver and Bronze medalists on the podium
- Competition CIII Seniors: Gold, Silver and Bronze medalists on the podium

According to the FIG/TR, the gymnasts are requested to wear competition attire during the awarding ceremonies.

According to the UEG Directives for the organization of Ceremonies, the participation of the medal winners in the award ceremonies is compulsory. Gymnasts or teams that are absent for unjustified reasons will be disqualified.

2.6 The apparatus supplier

The apparatus supplier of this European Championships is SPIETH GYMNASTICS.

- Both training halls will be provided with: 1* vault – 2* uneven bars – 2* beams – 1* floor
- The warm-up hall will be provided with: 1* vault – 1* uneven bars – 1* beam – 1* floor

2.7 The scoring and distribution of results

Directly after competition CI, the scoring office will produce:

- lists of the final ranking of competition CI
- list of the ranking of all teams
- list of the qualified gymnasts (and reserves) for competition CII Juniors
- list of the qualified teams for competition CIV Seniors
- list of the ranking of all the participants on each apparatus
- list of the qualified gymnasts (and reserves) per apparatus for competition CIII

These lists, as well as the results after each event, will be given to the Heads of Delegation and to the UEG as soon as possible. A print-out of the final results of each competition will be provided in the mailboxes at the information desk. All intermediate and final results will be sent by e-mail to the Head of Delegation.

At the end of all competitions all delegations will be provided with a complete set of results including the judges' individual scores for all competitions.

2.8 The orientation meeting

The presence of the participating NF to the orientation meeting is mandatory. A maximum of three members per delegation is recommended, including the Head of Delegation. Unjustified failure to attend will result in a sanction against the federation of Euro 1'000.

2.9 The competitions numbers (Bib)

Two (2) sets of starting numbers will be provided to the Head of Delegation by the LOC during the orientation meeting. The numbers have to be firmly attached to the competition attire throughout the whole competition.

2.10 The written exercises

It would be appreciated if NF submit their gymnasts' exercises in symbols notation before the podium training at the very latest to Mrs. Anca Mihailescu-Grigoras, Responsible for Judges UEG/WTC.

2.11 The new elements

Please submit the new elements by e-mail to Mrs. Yvette Brasier brasier.ffgym@wanadoo.fr, the President of the Superior Jury, before May 27, 2016.

2.12 The anti-doping control

Any doping is prohibited. An anti-doping control can be requested at any time. Anti-doping controls will be made as per Anti-Doping Control Regulations of FIG and VADA.

2.13 The medical orientation meeting

The presence of at least one member of the medical staff of the participating NF to the medical orientation meeting is strongly recommended. NF without medical staff should be represented by another member of the delegation.

3 THE JURY

3.1 Jury of Appeal

The Jury of Appeal is composed of two members of the UEG Executive Committee (one of them acting as President) and a member of the LOC who was not involved in the decision of the Superior Jury and the judging process on the concerned apparatus.

President: Mr. Farid Gayibov, Vice-President UEG/EC
Member: Mr. Paolo Frising, Member UEG/EC
Member: to be named on site

3.2 Superior Jury

President: Mrs. Yvette Brasier, President UEG/WTC
Member: Mrs. Anca Mihailescu-Grigoras, Responsible for Judges UEG/WTC
Member: Mrs. Satu Murtonen, Technical Delegate UEG/WTC

3.3 The Apparatus Jury

All registered judges must hold the FIG judges brevet (13th cycle). The log book must be presented at the judges' course. To be allowed to judge, the judges must have taken part in the judges' course, in the drawing of lots and in the briefings preceding the competition. In case there is an insufficient number of judges from the participating present NF, the UEG/WTC decides the process for designating the necessary number of judges.

If a NF has a judge selected in the D2-jury or in the R-jury, its other registered judge can be drawn as E-judge or assistant in a Junior and/or Senior competition if needed (cannot be on the same apparatus). If there are not enough judges in a Junior and/or Senior competition, it's possible to use the same judge in both competitions.

3.3.1 The D-jury

- D1-judges (Difficulty Judges) were drawn by the UEG/WTC in Bratislava on 19 November 2015 from amongst those with FIG Brevet category I.
- D2-judges (Difficulty Judges) were drawn by the UEG/WTC after the definitive registration (3 March 2016) in Bern on 1 April 2016 from those with FIG Brevet category I and II.
- D1- and D2-judges remain the same throughout the entire competition in Juniors' and in Seniors' competitions as follows:

Juniors				
Supervisors	Hana Liskarova UEG/CZE	Christine Frauenknecht UEG/SUI	Orna Shai UEG/ISR	Sabrina Klaesberg UEG/GER
D1-judge	Marianne Assadi UEG/FRA	Pauline Smith UEG/GBR	Marleen van Dooren UEG/BEL	Maria Jose San Martin UEG/ESP
D2-judge	Agnete Madsen DEN	Maike Salewski-Krischok GER	Jonna Salonen FIN	Aukje De Jong NED

Seniors				
Supervisors	Hana Liskarova UEG/CZE	Christine Frauenknecht UEG/SUI	Orna Shai UEG/ISR	Sabrina Klaesberg UEG/GER
D1-judge	Marianne Assadi UEG/FRA	Pauline Smith UEG/GBR	Marleen van Dooren UEG/BEL	Maria Jose San Martin UEG/ESP
D2-judge	Johanna Gratt AUT	Anne Torill Nordli NOR	Carmen Basla ITA	Tzvetana Dobreva BUL

Reserves:

- D1-judge: 1. Maria Ratynska- Bury /POL, 2. Alena Horka /CZE
- D2-judge: Oksana Omelianchyk-Ziurkalov /UKR

3.3.2 The E- and R-jury

- E-judges (Execution Judges) will be decided by drawing of lots on site.
- R-judges (Reference Judges) were drawn by the UEG/WTC after the definitive registration (3 March 2016) in Bern on 1 April 2016.
- R-judges remain at the same apparatus throughout the entire Juniors' and in Seniors' competition if possible.
- For team final competition CIV Seniors, only judges from federations without qualified team will be allowed to judge in the E- or R-jury if there are enough neutral judges.
- For apparatus finals competition CIII Juniors and Seniors, only judges from federations without qualified gymnasts (including the first reserve) will be allowed to judge in the E- or R-jury at the concerned apparatus.
- All entered judges must be available until the drawing of lots for the last competition of the respective European Championships. Exceptions have to be managed by Mrs. Yvette Brasier, the President of the UEG/WTC.

Juniors				
R1-judge	Anastasia Donti GRE	Angela Gabriela Cacoveanu ROU	Annelore Gitteau SUI	Bernarda Mavric SLO
R2-judge	Elena Zamolodchikova RUS	Amanda Mc Master IRL	Thorbjorg Gisladottir ISL	Volha Oyets BLR

Seniors				
R1-judge	Dunja Lederer CRO	Zsuzsanna Kalmar HUN	Petra Kailova CZE	Elpida Michail CYP
R2-judge	Efrat Mualem Bar Ner ISR	Lina Mendes POR	Ozgur Mulazimoglu Balli TUR	Nadezda Seile LAT

Reserves:

- R-judge: 1. Elisabeth Betander /SWE, 2. Agnieszka Arczynska-Jaseniuk /POL

As a reminder and according to the UEG/TR the function of judge cannot be combined with any other function.

3.4 Judges' instruction and draw of lots

According to the UEG/TR, the presence of the judges to the judges' instruction is mandatory. The judges' instruction will be held in English. The judges' oath will be carried out at the end of the judges' instruction, by one of the host federation's judge.

3.5 Inquiries of the score

Inquiries for the difficulty scores are allowed, provided that they are made verbally immediately after the publication of the score or at the very latest before the score of the following gymnast is shown. For the last gymnast or 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 has to note the time of receiving it and starts the procedure.

Only the accredited coaches in the competition area are entitled to submit an inquiry. The form Inquiry – (2.08) List of authorised coaches signed by the Head of delegation has to be handed over at the Orientation meeting on Monday, May 30th, at 09h00.

Late verbal inquiries will be rejected. A federation is not allowed to complain against the scores of a gymnast from another federation. Inquiries for all other scores (Execution, Artistic) 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 Euro 300.- for the first complaint; Euro 500.- for the second complaint and Euro 1'000.- for the third and any further complaints during the event. Should the inquiry not be confirmed in writing within 4 minutes, the procedure becomes obsolete.

If the inquiry is refused, the amount will be invoiced later on and must be paid within 3 months. If the inquiry is accepted, no amount will be requested. 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/group for the qualifying competitions, the all-around competitions and the team competition (final)
- before the score of the following gymnast is shown for the apparatus finals.

- The detailed procedure is in the UEG Technical Regulations

4 THE ORGANIZATION OF THE EVENT

4.1 Training information

Two sessions of training will be provided to the participating federations. The minimum time between the two daily training sessions for a group must be 4 hours.

A detailed program of the training will be provided to the participating NF after the draw. The delegations are obliged to respect the training schedules.

The training hall Bernexpo (Hall 2.2) is available from Monday 30 May 2016. Additional training on Sunday 29 May 2016 at 13:30-19:30 on request by e-mail to the LOC before 11 May 2016.

After competition C1 the training request form for *training upon request* according the training schedule must be submitted to the information desk 24 hours before the concerned training.

D-jury (D1- and D2-judges) may assist to all sessions of training.

R- and E-judges may attend training sessions only during the training session of their own team.

4.2 The official podium training

A detailed program of the official podium training will be provided to the participating NF.

The presence of all judges at the official podium training is mandatory.

4.3 The delegation

Gymnasts who do not have correct age and a valid FIG license (or the validity of license is expired) are not allowed to compete. According to the UEG/TR, the maximum composition of the delegation for the European Team Championships is as follows:

Function	Junior	Senior	Mixed
Gymnasts	5	5	10
Head of Delegation	1	1	1
Team Manager	1	1	2
*Coach	2	2	4
Doctor	1	1	1
Physiotherapist	1	1	2
Judges	1	1	2

*the total number of coaches may not be higher than the total number of gymnasts

4.4 The accreditation

The accreditation office will be located at the competition venue. Upon accreditation the Head of Delegation or his/her representative will have to provide to the LOC the following:

- The passport of the gymnasts and judges
- The licences of the gymnasts
- For medical persons, the proof of their professional competences (copy of diploma or professional card)
- Proof of insurance coverage of the delegation
- Proof of the fulfilment of all financial obligations to the LOC (accommodation, meals, airport transfer (if applicable))
- The correctness of national flag and anthem of the country, to be confirmed with the form "Confirmation of the national flag and anthem"
- Floor music and "music release form", if not sent to LOC previously
 - o Hand in one set of back-up audio CDs of their gymnasts' floor exercise music, including for each audio CD the name of the NF and the 3 letters in capital used by FIG for the country code, the name of the gymnast, the name of the composer and of the title of the music and the exact length

of the music. These back-up audio CD's must be brought for safety reasons, and will be returned at the closing banquet.

- An additional set of CDs has to be brought for the training sessions.
- Hand in the request for raising the bars of 10 cm
- Departure confirmation

4.5 Official UEG hotel

Hotel Allegro****Superior

Address: Kornhausstrasse 22, 3000 BERN, Switzerland

Tel: +41 (0)31 339 55 00

4.6 Delegation hotels

A list is published here www.ec-bern2016.com/en/delegations-online

4.7 The transportation

The invited participating federations must pay for the travel costs of their delegation members. The UEG and the LOC strongly recommend that each federation takes cancellation insurance for their transportation.

Accredited delegations will receive a free ticket for public transportation within the city of Bern. Further information on local transportation is published in the directives.

4.8 The competition venue

PostFinance-Arena

Address: Mingerstrasse 12, 3014 BERN, Switzerland

Tel: +41 (0)31 336 80 80

Website: www.postfinancearena.ch

The LOC will provide reserved seats for the Heads of Delegation and reserved seats for the members of delegation that are not involved in the competition.

4.9 The warm-up and training halls

Bernexpo (Hall 2.2)

Address: Mingerstrasse 6, 3014 BERN, Switzerland

Tel: +41 (0)31 340 11 11

Website: www.bernexpo.ch

4.10 The delegation boxes

Delegation Mail Boxes will be set up at the information desk. All information regarding competition, warm-up, training, notification of meetings, transport, official functions, as well as UEG and LOC correspondences will be distributed via the delegation mailboxes and if possible (available as electronic file) sent by e-mail to the Heads of Delegations.

A special "Mail Box" authority card will be issued to each Head of Delegation. This card must be shown by the Heads of Delegation or their designated representative when collecting all information and results from their Delegation Mail Box. The delegation member designated to collect the information from the Delegation Mail Box will be required to sign for information collected. The information desk will be open daily:

- on Sunday 29 May from 08:00 till 21:00
- on the remaining days as of 30 minutes before the first until 30 minutes after the end of the last training / competition.

4.11 The appendixes

Information on an international research project carried out at European Championships Bern (SUI) 2016 is published here: www.ec-bern2016.com/en/delegations-online

- App 2.1 Confirmation of the starting order for competition CI
- App 2.2-a Replacement and withdrawal
- App 2.2-b Withdrawal in case of injury or illness
- App 2.3 Confirmation of the starting order for competition CIV Seniors
- App 2.4 Vault CoP numbers
- App 2.5 Request for raising the uneven bars (10 cm only)
- App 2.6 Inquiry
- App 2.7 Details of new elements/vaults
- App 2.8 Inquiry – authorized coaches
- App 2.10-a Additional training request, Sunday, May 29, seniors
- App 2.10-b Training request after competition CI Seniors
- App 2.11-a Additional training request, Sunday, May 29, juniors
- App 2.11-b Training request after competition CI Juniors
- App 2.12 Confirmation of the national flag and anthem

Please be sure to have these printed documents.

4.12 The rules and regulations

The 31st European Women's Artistic Gymnastics Team Championships, Juniors and Seniors, Bern (SUI), 2016, will take place under the current regulations:

- FIG and UEG Statutes
- FIG and UEG Technical Regulations
- FIG Code of Points, relevant Newsletters and Help Desk
- FIG General Judges' Rules
- FIG Specific Judges' Rules
- FIG Anti-Doping Rules
- UEG Medical Guidelines
- FIG License Rules
- UEG Media Rules
- FIG Apparatus Norms
- UEG Advertising and Publicity Rules
- FIG Rules for Sanctioning (approval) of International Events
- UEG Accreditation Rules 2015
- UEG Directives for Ceremonies
- and subsequent decisions of the FIG/UEG Executive Committee

The members of the UEG/EC/WTC will handle unforeseen incidents or events that might occur during these championships.

Yvette Brasier
President UEG/WTC

Satu Murtonen
Technical Delegate UEG/WTC