

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



34th FIG TRAMPOLINE GYMNASTICS WORLD CHAMPIONSHIPS

Tokyo (JPN)
28 November - 01 December 2019



34th FIG
TRAMPOLINE
GYMNASTICS
WORLD CHAMPIONSHIPS
TOKYO 2019



WORKPLAN



ID 15568



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2. FOREWORD

This work plan for the **34th FIG Trampoline Gymnastics World Championships** in Tokyo to be held from 28 November until 01 December 2019 has been developed between FIG Headquarters, the FIG TRA-TC and the Local Organising Committee (LOC) in accordance with the following FIG regulations and rules (as valid in 2019):

- Statutes
- Technical Regulations
- Judges' Rules (General and Trampoline Gymnastics Specific)
- Trampoline Gymnastics Code of Points
- Trampoline Gymnastics Newsletters
- Apparatus Norms
- Advertising and Publicity Rules
- Rules for Accreditation
- Medical Organization of the Official FIG Competitions and Events
- Anti-Doping Rules
- Regulations for Award Ceremonies
- Media Rules
- License Rules
- Code of Ethics

and subsequent decisions of the FIG Executive Committee and TRA Technical Committee.

All participating Federations commit to respect the FIG Statutes and all FIG rules and regulations, especially with regards to the age and nationality of the gymnasts as well as the respective regulations concerning "Insurance" (Art. 11.6 of the Technical Regulations).

Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, non-refundable entry fee, etc) and the LOC will not be allowed to participate in these World Championships.

3. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

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FIG OFFICIALS

President	Morinari WATANABE
Jury of Appeal President	Martin Reddin
Jury of Appeal Member	Dongmin KIM
President of Anti-Doping, Medical and Scientific Commission	Yasunobu IWASAKI
Secretary General	Nicolas BUOMPANE
Apparatus Commissioner	Daniel FESSER



FIG TRAMPOLINE TECHNICAL COMMITTEE (TRA-TC) and SUPERIOR JURY

TRA-TC President	Horst KUNZE
TRA-TC 1 st Vice-president	Miguel VICENTE MARIÑO
TRA-TC 2 nd Vice-president	Dmitri POLIAROUH
TRA-TC member	Nikolai MAKAROV
TRA-TC member	Tatiana SHUYSKA
TRA-TC member	Xing LIU
TRA-TC member	Christophe LAMBERT

FIG ATHLETES' REPRESENTATIVE

Athletes' Representative	Nuno MERINO
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FIG STAFF

Technical Coordinator / Sports Director	Steve BUTCHER
TRA Sports Events Manager	Rui VINAGRE
Sports Events Manager	Alexandre COLA
Media and Television Manager	Olivier STREBEL
Communication Manager	Meike BEHRENSSEN
Editor	Luke NORMAN
Photographer	Volker MINKUS
TV Coordinator and Producer	Jean-François ROSSE

LONGINES – IRCOS

Longines Team Leader	Christophe PITTET
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4. LOCAL ORGANISING COMMITTEE (LOC)

JAPAN GYMNASTICS ASSOCIATION

1-1-1 Jinnan
Shibuya-ku
TOKYO 150-8050
Japan
Tel: +81 3 34812341
Fax: +81 3 34812344
e-mail: jpn-oc@jpn-gym.or.jp
website: www.jpn-gym.or.jp

Contact person: Ms. Fusa Tauchi

LOCAL ORGANISING COMMITTEE OFFICIALS

President	Hidenori FUTAGI
Events Manager & Head of TV	Koichi ENDO
Competition and Venue Director	Kazumasa HARIYA
Volunteers Director	Toshiaki FUJII
Catering Director	Yuji SHIMODA
Secretariat and accreditation Director	Toshiaki FUJII
Secretariat and accreditation	Fusa TAUCHI
Head of Press and Media	Fumiko IWASE



Information Center

The Information Center will be located at the Ariake Gymnastics Centre (AGC) and will be in operation during all training, warm-up, and competition times. The Information Centre will be open 30 minutes before the start of the first training and 30 minutes after the last training / competition.

Delegations' Mail Boxes will be set up at the Information Center. All information regarding competition, warm-up and training, notification of meetings, transport, official functions, as well as FIG and LOC correspondences will be distributed via the delegations' mail boxes.

A special "Mail Box" authority card will be issued to each Head of Delegation or his/her substitute. This card must be shown by the Head of Delegation or his/her substitute when collecting all information 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.

All STARTING ORDERS, intermediate RESULTS and FINAL RESULTS' BOOK will be sent ONLY via email to the National Federations' official email and Head of Delegations' (or his/her representative) email.

There will be no paper distribution (starting orders, intermediate results and final results) on site. For the Head of Delegation's (or his/her representative) email, delegation will be requested to inform LOC about the correct email address upon accreditation.

Liaison Officers

The Official Language will be English. Interpretation from and into any other language must be organized by the Delegations.



34th FIG
TRAMPOLINE
GYMNASTICS
TOKYO 2019



5. PROGRAMME (subject to changes)

DATE	DESCRIPTION	LOCATION
Monday, 25.11.2019 All day All day	Arrival of Delegations Free Training	AGC (Training/WUP)
Tuesday, 26.11.2019 All day All day 09:00 – 21:30 16:00 16:00 – 17:00	Arrival of Delegations Athletes' portrait photo session Training as per schedule Deadline to submit Competition Cards Orientation Meeting	tbc AGC (Training/WUp/FOP) Sports Information AGC–Meeting Room
Wednesday, 27.11.2019 All day 09:00 – 21:30 11:00 – 12:30 tbc 14:00 – 15:30 <i>followed by</i> 16:00 – 17:00 <i>followed by</i> 17:30 – 18:30 <i>follow by</i> 16:00 – 18:00	Athletes' portrait photo session Training as per schedule TRA TC Round Table Opening Press Conference Judges' meeting TRA Judges' instruction by Longines (TRA) Judges' meeting TUM Judges' instruction by Longines (TUM) Judges' meeting DMT Judges' instruction by Longines (DMT) Athletes' Meeting	tbc AGC (Training/WUp/FOP) AGC–Meeting Room tbc AGC–Judges' Meeting Room FOP AGC–Judges' Meeting Room FOP AGC–Judges' Meeting Room FOP AGC – Meeting Room
Thursday, 28.11.2019 09:00 – 09:30 09:30 10:00 – 21:00 11:00 – 21:00 10:00 – 14:00 13:30 – 13:50 14:00 – 18:00 18:00 – 21:00	Judges (IND / TUM) instruction Opening Ceremony Qualifications TRA IND Men TRA IND Women TUM Women Judges (DMT) instruction DMT Men DMT Women	AGC–Judges' Meeting Room AGC AGC AGC AGC AGC–Judges' Meeting Room AGC AGC
Friday, 29.11.2019 09.30 – 09:50 10:00 – 14:00 11:00 – 13:00 16:30 – 16:50 17:00 – 17:25 17:30 – 17:55 18:00 – 18:10 18:15 – 18:40 18:45 – 19:10 19:15 – 19:25 19:30 – 20:05 20:10 – 20:45 20:50 – 21:00	Qualifications Judges (SYN / TUM) instruction SYN Men and TUM Men SYN Women TRA, DMT and TUM Team Finals Judges (TRA / TUM / DMT) instruction DMT Men Team Final TUM Women Team Final Award Ceremony DMT M / TUM W Team DMT Women Team Final TUM Men Team Final Award Ceremony DMT W / TUM M Team TRA Women Team Final TRA Men Team Final Award Ceremony TRA W / TRA M Team	AGC–Judges' Meeting Room AGC AGC AGC–Judges' Meeting Room AGC AGC AGC AGC AGC AGC AGC AGC AGC AGC



<p>Saturday, 30.11.2019</p> <p>14:30 – 14:50 15:00 – 15:50 15:55 – 16:45</p> <p>16:45 17:00 – 17:30 17:35 – 18:05 18:10 – 18:20 18:25 – 18:50 18:55 – 19:20 19:25 – 19:35</p>	<p><u>IND Semi-Finals</u> Judges (TRA) instruction TRA M / TRA W Semi-Finals – Group 1 TRA M / TRA W Semi-Finals – Group 2</p> <p><u>SYN, TUM and DMT Finals</u> Judges (TRA / TUM / DMT) instruction TUM Women Final DMT Men Final Award Ceremony DMT M / TUM W SYN Women Final SYN Men Final Award Ceremony SYN W / SYN M</p>	<p>AGC—Judges' Meeting Room AGC AGC</p> <p>AGC—Judges' Podium AGC AGC AGC AGC AGC AGC AGC</p>
<p>Sunday, 01.12.2019</p> <p>09:30 – 11:00</p> <p>11:30 – 12:30</p> <p>13:30 – 13:50 14:00 – 14:30 14:35 – 15:05 15:10 – 15:20 15:25 – 15:55 16:00 – 16:30 16:35 – 16:45</p> <p>16:50 17:00 – 17:20 17:20 – 17:40 17:40 – 18:05 18:05 – 18:30 18:35 – 18:50 <i>follow</i> 20:00 – 23:00</p>	<p>Round Table on Medical, Anti-doping Fight, and Education FIG President Round Table (<i>M. Watanabe</i>)</p> <p><u>IND, TUM and DMT Finals</u> Judges (TRA / TUM / DMT) instruction DMT Women Final TUM Men Final Award Ceremony DMT W / TUM M IND Women Final IND Men Final Award Ceremony IND W / IND M</p> <p><u>ALL AROUND TEAM Final</u> Judges (TRA / TUM / DMT) IND Women / DMT Women IND Men / TUM Women SYN Women / DMT Men SYN Men / TUM Men Award Ceremony ALL AROUND TEAM Closing Ceremony Farewell Banquet</p>	<p>AGC—Meeting Room</p> <p>AGC—Meeting Room</p> <p>AGC—Judges' Meeting Room AGC AGC AGC AGC AGC AGC AGC</p> <p>All Judges at Judges' Podium AGC AGC AGC AGC AGC AGC AGC TOC ARIAKE Convention Hall</p>
<p>Monday, 02.12.2019 All day</p>	<p>Departure of Delegations</p>	<p>Hotels</p>

Note: All timings are subject to slight alterations



6. PARTICIPATION RIGHT and ACCREDITATIONS

Participation Rights

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

In addition, a list including all medical personnel duly approved by the FIG is published on the FIG website. Medical personnel seeking accreditation for these World Championships and who are not on this list must send to the FIG office (attention Mr. Loïc Vidmer at lvidmer@fig-gymnastics.org) a copy of his/her medical certificate/diploma duly translated in English or French and must complete the "Form to be accredited as Medical Doctor or Paramedical staff at FIG Events" form which can be downloaded from the FIG database after creating a profile for medical staff, (please refer to the FIG database User instructions available on the FIG administration website) as soon as possible but at the very latest at the deadline of the nominative registration. Without this document, the accreditation of the medical personnel will not be released.

Accreditation Principles

FIG Accreditation rules have to be strictly respected and applied notably as far as the number of accreditations and transferable access cards (TAC) per federation is concerned. The accreditation identifies individuals in good standing from FIG affiliated federations participating in the event. It indicates and defines individuals' right to access to the different zones as per their functions. All participants and officials are required to wear their Accreditation Card at all times.

The accreditation is personal, non-transferable and compulsory to have access to the training and competition halls, the official functions and the transport system of the LOC (if applied). The access in the warm-up Hall is strictly limited to the gymnasts participating in the specific competition and according to the warm-up schedule, with the appropriate delegation member's transferable access card. The accreditation card is also necessary to pass the security controls and have access to lunch and dinner (if applies).

Any misuse of an accreditation (zone, time, transfer, etc.) will lead to the withdrawal of the accreditation and a fine of CHF 2500.- for each case. Further steps are possible (e.g. case to be submitted to the Disciplinary Commission).

In case of lost or stolen accreditation, the LOC must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced (except TAC) at the charge of the card holder (USD 120).

Transferable access cards (TAC)

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

They can only be used in conjunction with the primary accreditation card.

Lost or stolen transferable cards shall not be replaced.

Accreditation Center

Accreditation will take place in the Information Centre which is located at the AGC, and will be open as follows:

25-26 November 2019 from 08:00 to 20:00

Accreditations are managed by Longines - EMS system. Each Federation will receive an email from the LOC with specific instructions during October.

Accreditations will be distributed to the Head of Delegation or his/her substitute, at the Information Centre upon arrival of the Delegations.

No additional accreditations may be issued without the prior approval of FIG (for changes after the on-line nominative registration (please refer to Appendix 1, Appendix 2 and/or Appendix 3).

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



Any additional person is to the nominative list considered as a spectator and must buy entry tickets.



If the accreditation info has not been submitted as per instruction at 30 October 2019 at the latest, there will be a charge of USD 10 for each photo taken at the accreditation center.

The accreditation sent without pictures will not be handled with priority. You may wait at the accreditation center.

Control and Distribution of the Required Material

Upon accreditation Heads of Delegations or their substitutes will be requested to:

- present to the LOC the valid passport of all Delegation Members for proof of identity and Nationality.
- make any necessary payments (insurance, accommodation, additional accreditation, etc.)
- show proof of the cover note or photocopy of the valid insurance policy
- check the correct names of their complete Delegation
- verify the accommodation and meals' requirements
- verify the return flight schedules
- hand in a CD with the music of their Federation national anthem
- hand in their national flag to the LOC
- if possible hand in 1 copy of each of the official forms for Difficulty - Competition Cards (Appendix 5) as follow:
 - **IND and SYN** – Qualification
 - **TUM / DMT** – All routines for Qualification and Individual Finals.

In principle, no changes can be made to the Competition Cards (routine 1 IND and SYN) after 26 November 2019 - 16:00. Changes will be accepted only in case of injuries or minor accidents, or for other important reasons, subject to approval by the FIG Superior Jury.

Other Competition Cards must be returned to LOC (Information Center) as follow (deadline):

- **Team Finals** (all events): 29.09.2019 – 14:00
- **SYN Finals**: 29.11.2019 – 19:00
- **IND Semi-Finals and Finals**: 29.11.2019 – 19:00
- **All Around Team Final** (all events): 29.11.2019 – 19:00

A revised work plan, starting order, and schedules will be given to the Head of Delegation upon accreditation *if needed*.

At accreditation, LOC will also distribute and display information regarding the gymnasts' safeguarding plan.

Delegation Seating

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

7. INSURANCE

Please refer to the directives for details on the insurance policy.

8. CHANGE OF START LIST

- If gymnasts get injured or ill before the arrival at the place of the competition (between the Nominative Registration and the Accreditation), the injured or sick gymnasts can be replaced by



another gymnast (and accredited) upon arrival. The FIG and the LOC must be informed immediately (Appendix 1).

- In the case of injuries or illness between the time of accreditation and until 24 hours prior to the beginning of the respective Qualifications the federation is allowed to change accreditations. The gymnast injured or ill must return their accreditation and another gymnast can be accredited. The FIG and the LOC must be informed immediately (Appendix 1).
- 60 minutes prior to the beginning of each phase of the competition (with medical certificate verified by the official FIG/LOC medical doctor), a gymnast can be substituted (Appendix 1).
- In the case of injuries or illness with medical certificate verified by the official FIG / LOC medical doctor of one of the confirmed gymnasts in qualification from 60 min prior to the beginning of qualification or team final and until the end of qualification or team final, one reserve gymnast substitute by the NF. The substitute shall take exactly the same place as the replaced gymnast

In all above mentioned cases, the replacing gymnast will fill the position of the replaced gymnast (in the draw/starting order).

- After 24 hours prior to the beginning of Qualification, no accreditations can be changed. The 24 hour period is from the start of the day of Qualification (Group 1).

In case a Federation withdraws a gymnast from the Qualification Round (Appendix 3), his place in the starting order will not be taken by the next gymnast from the same Federation. I.e. if **ABC 2** is withdrawn the **ABC 2** place will remain “empty”.

9. VENUE

For general layout of the Offices and “back of the house”, Training and Warm-up area, Field of Play (FOP), please see Appendix 4.

10. TRANSPORTATION and VISA

Please refer to the directives for details on Visas, International Transportation, Local Transportation, Shuttle Services and Deadlines. For earlier or later departures, please contact directly the LOC in order to discuss the local transportation possibilities.

Arrivals

Accredited delegations that stay at one of the official hotels and book their accommodation through the Organizing Committee will be provided with local transport from Narita (NRT) or Haneda (HND) International Airports to the hotel and back and from hotel to the venue and back.

Transportation to/from other national traffic points can be arranged with additional payment.

Departures

If entitled, local transportation will be coordinated by the LOC from the Official Hotels to Narita (NRT) or Haneda (HND) International Airports based on the information collected from the delegations.

Each delegation will be asked to confirm the departure details of their members at Accreditation. A detailed schedule for departures will be distributed via the Delegation Mail boxes.

Phone Number

Responsible person for Transportation:

- Transfer & Shuttles: Ms. Arisa INOUE
- Telephone: +81 80-8090-6588

11. ACCOMMODATION

Please refer to the directives for details on the selection of official Hotels, locations, payments coordinates and cancellation policy.



12. MEALS

Please refer to the directives for details on the selection of meals, official Hotels, locations, payments coordinates and cancellation policy.

Farewell Banquet

Accredited Delegation members (with the exception of media), who will stay at one of the official hotels and will book their accommodation through the LOC will receive a free ticket for the Farewell Banquet.

This function will be held at TOC ARIAKE Convention Hall on 01 December 2019 from 20:00 to 23:00.

Additional tickets are available for delegation members not staying at the official hotels. These tickets are USD 60 per person sold in advance (Please refer to the Directives).

Dress code for Farewell Banquet: casual.

13. TRAINING

Official training schedules

The official training schedules for the event are attached for your consideration (Appendix 6a/6b).

After the Qualifying Rounds, training will be only available to those who have qualified for the semi-finals and finals.

Changes to the official scheduled training hours will not be accepted and delegations must respect the designated training times and the allocated areas.

Early training opportunities

Delegations arriving earlier than the official arrival date are requested to contact the LOC in order to receive information on early training opportunities if needed. All costs related to these early trainings opportunities will have to be covered by the Federation concerned.

14. WARM-UP

For the Qualification Round, Semi-Finals and Finals, in addition to the allocated warm-up time in the warm-up area, a 30 seconds warm-up period (TRA) / 2 passes warm up (TUM & DMT) will be granted to each gymnast on the competition equipment (according to 12.2 of the CoP).

For the Team Finals, 1 pass warm up will be granted to each gymnast on the competition equipment.

For the All Around Team Final there will be NO warm up pass. Competition will start immediately after the March in of the Finalists.

Please note that gymnasts abusing the right to warm-up may receive a penalty according to the Trampoline Gymnastics Code of Points 2017-2020.

15. COMPETITION

The Competition Director and the Floor Manager will be in charge of the competition, warm-up, and training areas. All instructions given by them must be strictly observed, especially during TV broadcast (i.e. in relation with the marching in and out, Kiss & Cry, etc.).

Announcements, Roll Calls and March-in


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



The first roll call will be conducted in the warm up hall 10 minutes prior to the start of the respective competition. The second roll call will be conducted at the entrance of the competition hall 5 minutes prior to the start of the respective competition. The gymnasts must remain in position and may not leave within these 5 minutes.

For march-in, the gymnasts are required to wear their competition attire.

The competitions will be held in accordance with the 2019 FIG Technical Regulations including Section 4 for Trampoline Gymnastics, Reg. 4.3.1-4.3.3 and FIG Trampoline Gymnastics Code of Points.

 *Please note that at these World Championships, the start signal for the gymnasts (according to §13.1 in the CoP) is when the Chair of Judges Panel give permission to start, after the name of the gymnasts is announced by the speaker.*

Competition

Based on the Nominative Registrations and in accordance with the FIG Technical Regulations, the gymnasts' drawing of lots was conducted on 29 August 2019 in Tokyo by FIG TRA TC President – Horst Kunze accompanied by the Secretary General of the Japanese Gymnastics Association – Norifumi Yamamoto and the Trampoline Gymnastics Sports Events Manager - Rui Vinagre.

Based on the drawing of lots the starting orders in the different categories were established. The starting orders are according to the nominative registrations made by the member Federations.

The FIG, in consultation with the TRA TC and the LOC reserves the right to apply adjustments to the starting order should the nominative registrations received generate organizational problems in terms of training, warm-up and competition schedules.

Competition Schedules

Please see Appendix 7.

16. KISS & CRY

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

- 1 gymnast and 1 official (with TAC only), for Individual Competition and Team Competitions.
- 2 gymnasts and 1 official (with TAC only), for Synchronized Competition.

This rule has to be strictly respected; any violation of it will result in a fine.

17. FIG CERTIFIED APPARATUS

Trampolines:

Manufacturer Supplier: Eurotramp Ultimate 4 x 4
Spotter mats: Eurotramp Art. 28500
Mats around Trampoline: Eurotramp Art. 28330

Tumbling Track:

Supplier: Spieth Tumbling Track: Spieth Spiethway III

Double Mini-Trampolines:

Manufacturer Supplier: Eurotramp Art. 23200 Ultimate DMT 6x6
Landing mats: Eurotramp
Landing mat covers: Eurotramp



18. JUDGE'S PANELS, SUPERIOR JURY and JURY of APPEAL

Superior Jury

The Superior Jury will consist of the Technical Committee President - Mr. Horst Kunze as President of the Superior Jury and three TRA-TC members (per apparatus):

- Miguel Vicente Mariño
- Dmitri Poliaroush
- Nikolai Makarov
- Tatiana Shuyska
- Xing Liu
- Christophe Lambert

Judges (All)

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

Judges are requested to arrive in Tokyo the day before the Judges' Instruction and to be available until the last day of the competition. Judges not taking part at the Judges Meetings/Judges Instructions will not be able to integrate the panels.

All judges will be "labelled" according to their nationality, i.e. they are presented as representing their NF on the scoreboards, on printed judges' lists and results, in TV graphics, etc.

Chairs of Judges Panels

The Chairs of Judges' Panels will be nominated on site by the TRA-TC and will be made public at the Judges' Meeting.

Difficulty and Execution judges

All D and E Judges for the respective Qualification Rounds will be drawn during the Judges' meeting on 27 November 2019.

In the draw of judges for the finals, if possible, only E judges whose federations are not represented in the final will participate.

For all draws, priority will be given to the highest ranked judges present at the competition.

Jury of Appeal

The Jury of Appeal is:

- Martin Reddin (President)
- Dongmin Kim (Member)

and a third person (member) to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the judging process of the apparatus concerned will be nominated.

19. SCORING

Longines will provide the official scoring equipment for these World Championships. The Longines equipment will be used for the data management of the start lists, scores and results.

While the IRCOS system will be used in accordance with FIG Rules, the results will be distributed in accordance with the Technical Regulations. The list of competitors and judges' assignments will be distributed before each competition.



20. INQUIRY

As per Art. 8.4 of the TR, inquiries for the difficulty scores are allowed, provided that they are made verbally immediately after the publication of the score or at the very latest before the score of the following individual gymnast or pair is shown. For the last individual gymnast/pair of a group, this limit is one minute after the score is shown on the score board.

The person designated to receive the verbal inquiry (Inquiry Officer) has to note the time of receiving it and this starts the procedure. Only the accredited coaches in the competition area are entitled to submit an inquiry. The expected score **must** be mentioned on the inquiry form for the inquiry to be accepted. An area close to the Kiss & Cry where the coach of the competing gymnast can see the score of the exercise will be designated. Late verbal inquiries will be rejected.

A National Federation is not allowed to complain against a gymnast from another federation. Inquiries for Execution scores are not allowed.

The inquiry must be confirmed as soon as possible in writing but within 4 minutes at the latest after the verbal inquiry and requires an agreement of payment of USD 300.-- for the first inquiry, USD 500.-- for the second inquiry, USD 1'000.-- for the third and all subsequent inquiries, lodged by the same Federation throughout the World Championships (and not starting from "1" at each competition phase). Should the inquiry not be confirmed in writing within 4 minutes, the procedure becomes obsolete.

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

Every inquiry must be examined by the Superior Jury and a final decision which may not be appealed must be taken at the very latest:

- at the end of group for the Qualifications
- before the score of the following individual gymnast/pair is shown for the Finals

After review of the inquiry, should the final score be higher, this sum will not be invoiced by FIG to the Federation. However, should the final score remain unchanged or be lower, the sum will be invoiced and transferred to the FIG Foundation.

21. CEREMONIES

Opening Ceremony

The Opening Ceremony will take place on 28 November 2019 in AGC at 09:00. Further detailed information will be given during the Orientation Meeting.

The Judges', Coaches' and Athletes' Oath will be read during the Opening Ceremony according to the Technical Regulations, 2019 edition, Reg. 7.12.

Award Ceremonies

All award ceremonies will take place according to the General Programme and will be carried out in accordance with the FIG Regulations for Award Ceremonies. On the podium, awards will only be presented to the medal winners as follows:

Individual	Individual Gymnasts ranked 1 st to 3 rd
Team and All Around Team	Teams ranked 1 st to 3 rd and respective (one) coach

Please ensure that your Federation's medallists are in time for the line-up prior to the ceremonies. The athletes and coaches must wear the official track suit.



Closing Ceremony

The Closing Ceremony will take place after the last award ceremony (All Around Team), on 01 December 2019.

22. MEDICAL SERVICES

The medical service is provided by the Local Organizing Committee according to the FIG Rules "MEDICAL ORGANISATION OF THE FIG COMPETITIONS AND EVENTS".

Upon the World Championships accreditation, the document "Medical and anti-doping practical information" will be handed out to each delegation. It contains information regarding the access to medical care and mentions useful contact details in case of emergency.

Dr. Hisao KUMAMOTO will act as the official Chief Medical Officer. For emergencies, traumas, medical treatment or request outside of the competition, warm-up and training times, please contact the doctor on duty at the 24 Hours Emergency Department.

The Official hospital is:

Showa University Koto Toyosu Hospital
Address: 5-1-38, Toyosu Koto-ku, Tokyo 135-8577

A leaflet which will provide practical information on medical and anti-doping issues will be distributed by LOC to all Delegation at accreditation.

23. ANTI DOPING CONTROL and THERAPEUTIC USE EXEMPTIONS

Under the supervision of the FIG, anti-doping control will be organized according to the valid WADA Code, WADA International Standards and FIG Anti-Doping Rules.

The anti-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 his/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

24. PRIZE MONEY

The following Prize Money in CHF will be allocated as follows:

Individual: Trampoline (per medallist)	Gold	CHF 3'000
	Silver	CHF 2'000
	Bronze	CHF 1'000
Individual, Synchronised, Tumbling and Double Mini- Trampoline (per medallist)	Gold	CHF 1'500
	Silver	CHF 1'000
	Bronze	CHF 500
TRA Team (per team)	Gold	CHF 3'000
	Silver	CHF 2'000
	Bronze	CHF 1'000
TUM and DMT (per team)	Gold	CHF 2'000
	Silver	CHF 1'000
	Bronze	CHF 500



The following Additional Prize Money in USD will be allocated as follows:

TRA Team (per team)	1 st place	USD 5'000
	2 nd place	USD 4'000
	3 rd place	USD 3'000
	4 th place	USD 2'000

25. MEETINGS and INSTRUCTIONS

Orientation Meeting

The Orientation Meeting will take place on 26 November 2019 from 16:00 to 17:00 at the AGC (Meeting Room). The language for this meeting is English without simultaneous translation.

Very important information concerning the detailed organisation of these World Championships (running of the competitions, opening, closing and award ceremonies, ...) will be given by the LOC and FIG.

Participation is compulsory as per Technical Regulations, Section 1, Reg. 5.12. Unjustified failure to attend this meeting will result in a sanction of CHF 1'000.- against the NF, to be paid to the FIG. Delegation representatives have to attend this meeting with a max of 2 accredited members per delegation, including the Head of Delegation or a substitute. Judges may not represent their country at the Orientation Meeting.

Judges' Instructions Meetings, Briefings and Draw

The Judges' meetings will be held in AGC (Judges' Meeting Room) on 27 November 2019, as follow:

- TRAMPOLINE – 14:00
- TUMBLING – 16:00
- DOUBLE MINI-TRAMPOLINE – 17:30

All judges are required to take part in the respective meeting and at subsequent instructions. Judges who do not participate in the judges' instruction and meetings will not be authorized to judge; they will receive warnings and possibly other sanctions as well.

The draws of the Judges' Panels for the Qualification will be conducted by the Superior Jury.

The judges must respect the FIG dress code during competition days.

Superior Jury (TC) Meeting and Video Analysis

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

Longines instruction

The Longines' instructions will be held in the AGC, after the respective Judges Meeting (please refer to the Programme).



Meeting with the Athletes' Representative

The FIG and its Athletes' Representative for Trampoline Gymnastics, Mr. Nuno Merino, would like to invite athletes from participating NFs to the Athletes' Meeting and will share with them topics as "Technical Programme", wishes to modify some rules", etc.

The Athletes' meeting will be held on 27 November 2019 at 16:00 in AGC (Meeting Room)

Gymnasts are very welcome up to a maximum of 4 gymnasts per NF. Some of the topics to be discussed in the meeting:

- Code of Points
- Qualification Systems (Olympic Games, Youth Olympic Games, etc)
- The future of Trampoline Gymnastics (Trampoline, Double Mini Trampoline & Tumbling)
- Athletes concerns

FIG TRA TC Round Table (TC)

The TRA TC Round Table will take place on 27 November 2019 – from 11:00 to 12:30 at AGC (Meeting Room).

A maximum of 3 delegation members (Coaches and/or Head of Delegation) are invited to participate in the Round Table presented by TRA TC President Horst Kunze.

Topics: Future competition program, qualification systems, COP.

A more detailed agenda will be published in the upcoming newsletter and on arrival given to the federations at accreditation.

As prior registration is required, each federation is kindly required to send to FIG Office (attention: Alex Cola / e-mail at acola@fig-gymnastics.org) the Appendix 9 by 20 November 2019 – 17:00 (or at the orientation meeting at the very latest).

Round Table on Medical, Anti-doping Fight and Education

The FIG Medical Commission Representative (Dr. Yasunobu IWASAKI) invites all accredited National Federations' Medical doctors and Paramedical Staff to a round table to be staged on 01 December 2019 from 09:30 to 11:00 at the AGC (Meeting Room).

This roundtable is meant to provide valuable information on medical aspects, fight against doping and education and it is **highly recommended**. Please complete the "Round table on Medical, anti-doping and education" form (Appendix 10) and return it to the FIG office (attention: Alex Cola / e-mail at acola@fig-gymnastics.org) at the very latest by 20 November 2019 – 17:00 (or at the orientation meeting at the very latest).

FIG President Round Table

Presidents of Federations, Heads of Delegations, and maximum one additional guest (for a total of 3 Delegation members) are invited to participate in the Round Table presented by FIG President Morinari Watanabe to inform and discuss about his strategy. This FIG President Round Table will be held on 01 December 2019 from 11:30 to 12:30 at the AGC (Meeting Room).

As prior registration is required, each federation is kindly required to send to FIG Office (attention: Alex Cola / e-mail at acola@fig-gymnastics.org) the Appendix 8 by 20 November 2019 – 17:00 (or at the orientation meeting at the very latest).



26. MEDIA and TV

Media representatives of FIG member federations

The FIG delivers a limited number of media credentials (max. 2 ES-F and 1 EP-F) per federation to the communications staff of FIG member federations.

Media representatives as well as federations' communications staff can register online at <https://media.gymnastics.sport> in order to request media credentials for the World Championships. In addition, federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org.

Deadline: 23 October 2019

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

Media Positions

Mixed Zone

After podium training sessions and competitions, gymnasts must exit the Field of Play (FOP) through the Mixed Zone. This is where journalists collect flash quotes from the competitors.

While there is no obligation for a gymnast to STOP for interviews, it is compulsory for them to pass through the mixed zone according to the FIG Technical Regulations 2019, Reg. 4.11.15.

Federations are responsible for the proper and timely appearance of their gymnasts at press and media opportunities, such as the mixed zone and press conferences. Any federation whose athletes do not appear as stated above will be fined for each infraction. The amount of the fine has been fixed by the FIG Council in 2002 at CHF 2'000.-.

Cooperation with the press is most appreciated. To assist gymnasts to talk to the press, each participating federation may ask for one Mixed Zone Card, which allows staff to accompany gymnasts on the athletes' lane of the mixed zone. The cards are distributed onsite by the FIG Media staff.

Training halls

Media representatives are welcome in the training halls. However, they are kindly requested to remain in the designated areas (Zone 10) and not to disturb the training.

Warm-up halls

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

Podium training

All accredited media representatives have free access to the Field of Play during the official podium training sessions. ENR card holders are accepted with cameras.

Kiss and Cry Area

Gymnasts are requested to go to the Kiss and Cry Area immediately after the end of their routine/pass. The coaches are requested NOT TO STOP the gymnasts before they are seated in the K&C. Only one coach is allowed to assist the athletes in the Kiss and Cry Area.

Award ceremonies

After the playing of the national anthem, gymnasts are requested to face all directions, together, to wave to the spectators and to allow photographers to take photos of all medallists.

Opening press conferences

An opening press conference is scheduled to take place on **Wednesday, 27 November**.



Medallists' press conferences

No medallists' press conferences are scheduled for this event.

Television

Live television production of the finals is guaranteed. Competitors are requested to strictly follow the instructions of the Local Organising Committee.

Cameras and video recording

In order to protect television rights, personal video or TV cameras and recording in the competition hall including from the spectators' **and delegation seating** is permitted solely for personal, private, non-commercial and non-promotional purposes, with the exclusion of licensing, broadcasting and / or publishing any such video and / or sound recordings including on social media and the internet.

The only exceptions are the host broadcaster, rights holders and IRCOS cameras.

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

Photos without flash may be taken from the seats in the competition hall. In the training and warm-up halls, coaches may only take videos of their own gymnasts.

Publicity on competition attire – National Emblems

Publicity and national emblem rules on attire and equipment must be strictly respected as per the FIG Advertising Rules. As the Code of Points foresees deductions should the FIG Publicity Rules not be followed, each NF may fill in the online Publicity form if deemed necessary by **25 October 2019** in order to have it approved.

Please refer to the Directives for additional information on the Publicity Rule Chart and contact details.

Athletes' images for improved sports presentation

The FIG has developed a system that allows us to use athletes' profile photos for improved sport presentation during our World Championships.

The images will be shown on the scoreboards and video screen in the competition hall, during the TV broadcast and on the FIG website as part of the athletes' biographies.

In order for us to promote your athletes and sponsors in the best possible way, an official and compulsory athlete photo session for all gymnasts will be organised during the training days on **26 and 27 November**.

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

27. GYMNASTICS AMBASSADORS

Lionel Pioline (FRA) and Anna Dogonadze (GER) have been chosen as Trampoline Gymnastics Ambassadors for the 2019 World Championships by the FIG in conjunction with the Local Organising Committee. They will present medals and will be available for photo shoots and autograph sessions, meeting with athletes, interview requests and other activities on site.

28. SPONSOR'S AREA

Only FIG and JPN (Japanese Gymnastics Association) approved sponsors will have a promotional booth in the public area, at the AGCC.

29. OLYMPIC GAMES – TOKYO 2020 (JPN)

These World Championships also represent:

- ***The 1st Olympic Qualification for the 2020 Olympic Games in Tokyo (JPN) for Individual.***

Please refer to the [Tokyo 2020 Qualification System](#) for additional information.

30. THE WORLD GAMES 2021 – BIRMINGHAM, AL (USA)

These World Championships also represent:

- ***The Qualification of the TUM and DMT for the 2021 World Games in Birmingham (USA).***

Please refer to the [FIG Technical Regulations, section 4, Art. 4.](#)

31. USEFUL INFORMATION

Ticketing

Tickets for these World Championships can be bought by ordering on the WCH website:
<https://l-tike.com/st1/tr11os>

Currency

The JPN currency is Japanese Yen (JPY)

Power Supply

Voltage 100 V; frequency 50 Hz.

Plugs

Type A and B plugs are used in Tokyo (JPN).



Type A: This socket has no alternative plugs



Type B: This socket also works with plug A

Weather in Tokyo in November

Average minimum: + 15°C

Average maximum: + 9°C

Hours of day light: 5

Possibility of rain: 60%

Time (GMT)

During the event, Tokyo will be on Winter Time (UTC/GMT +9 Hr).

32. SUMMARY OF REMAINING DEADLINES

For the FIG	Deadline
Nominative Registrations	30 October 2019
Online Publicity (not compulsory)	18 October 2019
Media Accreditation	23 October 2019
FIG President Round Table Registration	20 November 2019
Medical Round Table Registration	20 November 2019
TRA TC Round Table Registration	20 November 2019

For the LOC	Deadline
Farewell Banquet (if applicable)	6 November 2019
Accommodation & Meal Costs (Final Payment)	6 November 2019

Lausanne, 11 October 2019

Fédération Internationale de Gymnastique



Nicolas Buompane
Secretary General

List of Appendices

- Appendix 1: Change of Start List / Request for substitution (Gymnasts)
- Appendix 2: Request of accreditation changes (Officials)
- Appendix 3: Request for accreditation withdrawal without replacement
- Appendix 4: Layout of FOP, Offices and "back of the house"
- Appendix 5: Competition Cards
- Appendix 6: Training Groups / Training Schedules
- Appendix 7: Competition Schedules
- Appendix 8: FIG President Round Table Registration Form
- Appendix 9: TRA TC Round Table Registration Form
- Appendix 10: Medical, anti-doping fight and education Round Table Form

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