

## ROMGYM TROPHY AEROBIC GYMNASTICS WORLD CUP BUCHAREST, ROMANIA, 13-15 OCTOBER 2023



## DIRECTIVES

## Event ID: 17307

Dear FIG affiliated Member Federation,

Following the decision of the FIG Executive Committee, the Gymnastics Federation of **Romania** has the pleasure to invite your Federation to participate in the aforementioned official FIG World Cup.

FIG	Fédération Internationale de Gymnastique (FIG)Contact Person : Alexandre ColaAvenue de la Gare 12 A1003 LausanneSwitzerlandTel:+41 (0) 21 321 55 10 / direct line: +41 (0) 21 321 55 18Fax:+41 (0) 21 321 55 19 / Sport department +41 (0) 21 321 55 29e-mail :acola@fig-gymnastics.org			
	website: http://www.gymnastics.sport/site/			
HOST FEDERATION	Romanian Gymnastics Federation         16 Vasile Conta Street, 020954         Bucharest - Romania         Contact person: Carmencita Constantin, President         Tel./fax:       +40 21 317 1112         e-mail:       frgimnastica@frgimnastica.com         website:       www.frgimnastica.com			
LOCATION	Bucharest, Romania			
DATE	From 13 <sup>th</sup> to 15 <sup>th</sup> October, 2023			
VENUE	National Sports Complex Hall "POLIVALENTA"			
	Address: Calea Piscului nr.10, sector 4, Bucuresti			
	e-mail: secretariat@salapolivalenta.ro			
	Tel: +4 (021) 316.72.76			
	Fax: +4 (021) 316.25.57			
	Competition, Training and Warm-up halls are at the same venue.			
APPARATUS	Please refer to the attached apparatus list.			
SUPPLIED	2 competition floors of the same manufacturer and product will be available.			
	The competition will take place on the podium			
PROVISIONAL	Day 1, 11 <sup>th</sup> October 2023: Arrival of Delegations			
SCHEDULE	Day 2, 12 <sup>th</sup> October 2023: Training and Podium training			
	Orientation meeting			
	Judges' instruction Day 3, 13 <sup>th</sup> October 2023: <b>Qualifications</b>			
	Day 3, 13 <sup>th</sup> October 2023: Qualifications			
	Day 5, 15 <sup>th</sup> October 2023: <b>Finals</b>			
	Day 6, 16 <sup>th</sup> October 2023: Departure of delegations			
PARTICIPATION	The World Cup Competitions consist of Qualifications and Finals in 6 categories.			

	<ul> <li>Individual Men</li> <li>Individual Women</li> <li>Mixed Pairs</li> <li>Trio</li> <li>Group</li> <li>Aerobic Dance</li> </ul>				
	Participation in the Qualifications:				
	All competitors must take part in the qualifications.				
	Participation in the Finals:				
	<ul> <li>The top eight units per category from the qualifications qualify for the Finals.</li> <li>In addition, if the Organizing Member Federation has not qualified in any category, it may nominate one participation in max. 1 category of its choice.</li> <li>Maximum participation in the finals is therefore 8+1 participants in one category and 8 in the other four categories.</li> <li>Such "Wild Card Participant" must have participated in the respective category in the qualification.</li> <li>"Wild Card Participants" will receive medals and prize money, but they will not receive any World Cup Points.</li> <li>If there are less than 4 units participating in a category, no medals, prize money and World Cup Points will be awarded.</li> <li>In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.</li> </ul>				
	The Organizing Member Federation may cancel the competition in the respective category if at the time of the definitive entry, there are less than 4 units registered in a category. In case of such a cancelation, the Organizing Member Federation must reimburse, in full, the entry fee and payments made for accommodation. Should flights have to be cancelled due to the above, the risk is at the charge of the participating member Federations.				
	World Cup Competitions may exceptionally be combined with other Competition provided those are clearly separated in the competition schedule.				
"HORS CONCOURS" GYMNASTS	The Organizing Member Federation is allowed to add only for the qualifications "hors concours" competitors. These competitors are in addition to the official participants of the Organizing Member Federation's competitors, they must be named at the time of the closing of the nominative registration and <b>cannot qualify for the final</b> . They will have to start first, they are not eligible to receive World Cup Points and prize money and they must not appear on the official results lists. The Organizing Member Federation is allowed to name 1 Individual Men, 1 Individual Woman, 1 Mixed pair, 1 Trio and 1 Group as "hors concours" competitors.				
FEDERATIONS INVITED	The Organizing Member Federation must invite all FIG Member Federations who have paid their annual membership fee for Aerobic Gymnastics.				
SIZE OF DELEGATION AND FIG LICENSE	The maximum size of each delegation is as per FIG Rules for Accreditation.				
AGE LIMITS JUDGES AND	18 years in the year of the competition. The number of Juries (judges' panels) may be decided by the Organizing Member				
JURIES	<ul><li>Federation depending on the number of participating competitors and judges.</li><li>The Juries are set up by a draw - directed by the FIG Technical Delegate - from the judges present at the event. Priority will be given to the judges of the highest category.</li><li>A jury must consist of one Chair of Judges' Panel, 4 Artistic, 4 Execution and 2 Difficulty judges.</li></ul>				

FIG TECHNICAL DELEGATE AND EC MEMBER REGISTRATION DEADLINES	A federation may not have a judge on both the execution and artistic panels. The Chair of Judges' Panel and the difficulty judges should also be from different federations. Only in exceptional situations can the Technical Delegate make the decision to deviate from this. For categories and eligibility, please refer to the FIG General Judges Rules, Art 5 If, on the day of the competition, there are no sufficient number of judges in the requested categories, the Technical Delegate may take whatever action needed to secure the running of the event. Each participating federation must provide minimum one judge Cat. 1, 2 or 3*. Failure to do so, or if a participating Federation sends a judge with a Cat. 4 (instead of Cat. 1, 2 or 3) will result in a fine of CHF 2'000 to be paid to the LOC until the definitive registration date ( <b>09 August 2023</b> ). *Member Federations who have <b>only</b> Cat. 4 judges are allowed to send a Cat. 4 judge who may be used as Time and Line judge only. The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function. Should there not be sufficient judges, the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Should the Organizing Member Federation fill to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation. The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG. The FIG Technical Delegate will serve as President of the Superior Jury.				
	Definitive registration:	09 <sup>th</sup> August 2023	(2 months prior to the event)		
	Nominative registration	13 <sup>th</sup> September 2023	(4 weeks prior to the event)		
			וא שכפאט	איוטי נט נוופ פּיפוונ)	
	Last registrations are subject to fines as follows:				
	Fine for missing or late Provisional registration (if any)		CHF 500		
	Fine for missing or late Definitive registration			CHF 750	
	Fine for missing or late Nominative registration			CHF 500	
	accepted and the Delegation	Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegation members concerned will not be authorized to participate.			
	The drawing of lots will take place at the FIG Headquarters in Lausanne (SUI) two weeks after the closing date of the nominative registration. Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegations will not be authorized to participate. After publication of the draw on the FIG website, the member Federation will be given an opportunity to modify the position of their gymnasts' starting order within 3 days by				
DRAWING OF LOTS	after the closing date of the r Registrations and payments r and the Delegations will not b After publication of the draw	lace at the FIG Headquart nominative registration. made after the gymnasts' d be authorized to participat on the FIG website, the r position of their gymnasts	rawing of lo e. nember Fe s' starting o	ots will not be accepted	

	The invited participating federations must pay for all entry fees. At the time of the Definitive entry (2 months prior to the event – <b>09 August 2023</b> ) 100% of the entry fee must be paid to the LOC. All the entry fees are not refundable
ACCOMMODATION	<ul> <li>100% of the entry fee must be paid to the LOC. All the entry fees are not refundable.</li> <li>In the below mentioned Hotels, prices are per person and per night and include breakfast and city taxes.</li> <li>Hotel ***** Category I</li> <li>180 Euro (single room, breakfast included)</li> <li>120 Euro (double/twin room, breakfast included)</li> <li>Hotel **** Category II</li> <li>140 Euro (single room, breakfast included)</li> <li>90 Euro (double/twin room, breakfast included)</li> <li>Hotel **** Category II</li> <li>140 Euro (single room, breakfast included)</li> <li>90 Euro (double/twin room, breakfast included)</li> <li>Hotel *** Category III</li> <li>110 Euro (single room, breakfast included)</li> <li>70 Euro (double/twin room, breakfast included)</li> <li>70 Euro (double/twin room, breakfast included)</li> <li>70 Euro (double/twin room, breakfast included)</li> <li>The prices charged for the hotel rooms cannot exceed the usual hotel rates.</li> <li>The invited participating federations must pay for the accommodation expenses of their delegation members.</li> <li>The costs for the accommodations must be paid to the LOC by 14 September 2022 as follows:</li> <li>at the time of Definitive entry (by 09 August 2023) 50% of the accommodation costs the remaining 50% must be paid by 13 September 2023</li> <li>While the Accommodation Form must be returned to the LOC by 09 August 2023 at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis.</li> <li>CANCELLATION POLICY</li> <li>Cancellation of the confirmed reservation must be done directly to the LOC by e-mail.</li> <li>The date when the official request is received will be valid as a date of cancellation.</li> <li>Cancellation of booked accommodation made before 09 August 2023 23:59 GMT: no cancellation of booked accommodation made between 10 August to 12 September 2023 23:59 GMT:</li> <li>50% of whole period of staying for each room cancelled Cancellation of any reserved rooms from 13 September 2023:</li> </ul>
MEALS	100% of whole period of staying for each room cancelled The invited participating federations must pay for the meal expenses of their delegation members.
	While the Meals Form must be returned to the LOC by <b>09 August 2023</b> at the very latest, the costs for the meals must be paid to the LOC by <b>13 September 2023</b> as follows:
	<ul> <li>19 Euro for lunch</li> <li>19 Euro for dinner</li> </ul> In case of cancellation, costs will be refunded as follow: <ul> <li>before 12 September 2023: 50% of the total amount due</li> <li>after 13 September 2023: no refund</li> </ul>
FINAL BANQUET	There will be tickets for the Final Banquet available at the entry cost of 24,00 EUR/person. The tickets for the Final Banquet must be paid to the LOC <b>until 13 September 2023</b> . Tickets for the Final Banquet are not refundable.

INTERNATIONAL TRANSPORTATION	The invited participating federations must pay for the International travel costs of their delegation members.
	The Travel Schedule Form must be returned to the LOC by the nominative registration ( <b>13 September 2023</b> ).
LOCAL	Arrival and departure - Bucharest.
TRANSPORTATION	The LOC may provide transportation to all delegation members, who have booked their accommodation through the LOC, from Otopeni Henri Coanda Airport (OTP), Bucharest railway station to their hotel and back, on the official arrival (11 October 2023 and official departure days ( <b>16 October 2023</b> ). This transportation is free of charge.
	For those delegation or members of delegations that do not arrive or departure on the official days, upon request, the LOC may arrange additional transportation. The cost for it depends on the number of people, the date and time. Please send your request to the LOC not later than <b>13 September 2023</b> in order to be able to arrange transportation and inform you about the price.
	The LOC will ensure the local transportation between the Hotel and the competition hall for the participants who booked the accommodation through the LOC
VISA	Please verify immediately with your travel agent or the Romanian Embassy or Consulate in your country if a visa is required for your travel to Romania. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before <b>09 August 2023</b> to the LOC. The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to.
INSURANCE	The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.
	The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and 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: <u>https://www.gymnastics.sport/site/pages/medical-insurance.php</u> for additional information regarding the FIG IMSSA insurance for Athletes and Judges.
	If the note has not been sent in advance to the LOC (which is strongly recommended), the LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy).
	The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay
	Delegation members with insufficient insurance coverage must inform the LOC in advance. The LOC will subsequently offer insurance coverage at the Federations own charge as follows: 15€ per person/day.
ACCREDITATION	The accreditation will take place at the Sports Hall "Polivalenta" upon arrival to
	Bucharest. The accreditations will only be handed out to the Head of Delegation and/or Team Manager.
	Accreditation will take place upon arrival. <b>Heads of Delegation and/or Team Manager</b> should present the following documents: - passports of all members of the delegation - proof of medical insurance
	<ul> <li>- 1 memory sticks with the music (mp3) of their National Anthem</li> <li>- 2 memory sticks with the music (mp3) of all routines with music per each routine</li> <li>- FIG licence</li> </ul>
	Music files (mp3) and photos of each member of the delegation must be sent to the LOC before 14 September
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	In addition, the LOC	will distribute i	nformation regard	ling gymnasts' s	afeguarding plan.
FINANCIAL OBLIGATIONS	Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, etc.) will not be allowed to participate in these World Cups.				
	Federations which have not fulfilled their financial obligations towards the LOC by the given deadline in the Invitation/Directives, may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.				
	Federations which h Member federations				rds the Organizing
BANK ACCOUNT	The payment for entry fees, accommodation and meals must be made in euros, through				
INFORMATION	bank transfer to the f		unt: IA ROMANA DE		
	Beneficiary: Beneficiary		ita 16, sector 2, B		nia
	address:		···· · · · · · · · · · · · · · · · · ·		
	Bank name:		nerciala Romana		
	Bank address:	0	iu Carada nr.1-3,	,	
	Branch:	LIPSCANI	icureşti, România		
	IBAN:		B009000508400	027	
	Swift code:	RNCBROE			
	Reference:	Bucharest	AER FIG World C	2023_(Cour	ntry)
	The participating fed the bank transfers.	eration is resp	onsible for coveri	ng all bank fees	in connection with
TIE BREAKING		place, the tie-l	oreaking rules as	set up for the Wo	orld Championships
RULES	In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied (see 2023 FIG Technical Regulations Section 6, Art 3.3).				
	If there is still a tie, th				
DDIZE MONEY	for the finals and with				
PRIZE MONEY	The Prize Money paid by the Organizing Member Federation will be distributed in CHF or its equivalent in Euro according to the requirement mentioned in the 2022-2024 AER World Cup Rules				
	For Tournaments Category B: Total CHF 8'950				
	Individual Men Individual Women Mixed Pairs Trios	Gold Silver Bronze	500 250 100	7 x 850	5'950
	Groups	Gold Silver Bronze	300 200 100	5 x 600	3'000
	In case of a tie, the prize money will be added and divided by the number of units: 1, 1, 3 (prize money for rank 1 and 2 is added and divided by 2) 1, 2, 2 (prize money for rank 2 and 3 is added and divided by 2)				
	No prize money for Aerobic Dance.				
	No prize money, and no medals will be given, if there are less than 4 participating units per category				
	"Wild Card Participants" will receive medals and prize money. "Hors concours competitors" will not receive prize money.				
ASSIGNMENT OF WORLD CUP POINT FOR THE RANKING LIST	In principle, the resu on the FIG web site procedures before a	Its and the up within 24 hour	dated FIG World rs after the end o	Cup Ranking Lis	ns provided that all

Member Federation "Hors concours competitors" must not appear on the official results lists.

Separate World Cup Series Ranking Lists are established for every category beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows:

- Men Individual
- Women Individual
- Mixed Pairs
- Trio
- Groups

No World Cup points for AD and AS

For Individual competitors, World Cup Points are assigned to the competitor by name.

Mixed Pairs are listed **by name**, but considered **as an entity**. In case of change of partner, the Mixed Pair is considered as a new Pair.

Trios are listed **by name**, but considered **as an entity**. One change of name in a Trio is allowed, but in case of a second change of name, the Trio is considered as a new Trio.

Groups are listed by Federation. The World Cup Points are assigned to the Federation.

If more than one Group per Federation starts at an event, only the better result will be considered.

The World Cup Points are assigned to the competitors as follows:

Finals:	
Qualifications:	

ranking from 1st to 8th place ranking from 9th to 16th place

Ranking	World Cup Cat. B
1	30
2	25
3	20
4	18
5	16
6	14
7	12
8	10
9	8
10	7
11	6
12	5
13	4
14	3
15	2
16	1

The gymnasts with same final score will receive the same World Cup points.

If there are less than four (4) units participating in a category no World Cup Points will be awarded.

"Wild Card Participants" will not receive any World Cup Points. "Hors concours competitors" will not receive World Cup Points.

WINNER OF THE ANNUAL WORLD CUP	The winner of the annual World Cup per category is the individual gymnast / pair / trio / group with the highest number of points of the World Cup Series Ranking List after the last event of the year
	In case of a tie at any place in the World Cup Series Ranking Lists after the last competition of the year, the tie will not be broken.
	A special award ceremony will be held at the last World Cup Competition of the year in which the World Cup winner will receive the World Cup.
EVENT MANAGER	Alina Dragan
	Deputy General Secretary of Romanian Gymnastics Federation Mobile: +40752231643
	Email address: alina.dragan@frgimnastica.com frgimnastica@frgimnastica.com
MEDIA	Norbert Zerkula
	Media officer of Romanian Gymnastics Federation
	Mobile: +40 71616708 E-mail: norbert.zerkula@frgimnastica.com, media@frgimnastica.com
SOCIAL MEDIA	Facebook: https://www.facebook.com/frgimnastica
	Instagram: https://www.instagram.com/frgimnastica
	Website: https://frgimnastica.com
MEDICAL	The Local Organizing Committee will provide first aid medical services. A
SERVICES	physiotherapist will be present during the competitions as well members of the Romanian Red Cross
	specialized in first aids. Medical support is also available at 5min. distance.
OFFICIAL	When an accident occurs, the LOC makes a phone to an "emergency medical-care
HOSPITAL	center" and ask which hospital can accept the injured person depending on the gravity
	and the incident occurred. Once the emergency medical-care center advised the LOC of the proper hospital able to treat the injured person, the ambulance will direct him/her
	to this center for proper medical care.
DOPING	Anti-doping controls will be organised by the International Testing Agency (ITA) on
CONTROLS	behalf of the FIG and according to the WADA Code, Standards and FIG Anti-Doping Rules.
MADIZETING	
MARKETING	FIG advertising and publicity norms must be respected.
SCORING AND RESULT SERVICE	The Organising Member Federation will provide a scoring and result service, with appropriate outputs, including a high-quality video system (FIG TR), which will allow the recording, storage and provision of compilation of the recorded images for the Difficulty Judges and the President of the Superior Jury.
VIDEO CONTROL	The Organizing Member Federation will provide a scoring and result service, including
SYSTEM	a high-quality video system which will allow the recording, storage and provision of compilation of the recorded images for the Difficulty Judges, the Superior Jury and the President of the Superior Jury. The videos will be sent to the FIG within one week after the competition.
	IRCOS will not be available.
RULES AND	The exact name of the video system in use will be advised later. The competition must be organized under the following FIG rules, as valid in the year
REGULATIONS	of the competition, except for any deviation mentioned in these directives:
	-Statutes
	-Code of Ethics -Code of Conduct
	–Code of Conduct –Technical Regulations
	-Code of Discipline
	-Code of Points, relevant Newsletters, and Helpdesk
	<ul> <li>–General Judges' Rules</li> <li>–Specific Judges' Rules for Aerobic Gymnastics</li> </ul>
	– Specific Judges Rules for Aerobic Gymnastics
	-Licence rules
	-Medical Organisation of FIG Competitions and Events
	<ul> <li>FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events</li> </ul>
WCup AER 2023	Raiassment and abuse in Sport during Events

	–Apparatus Norms					
	–Media Rules					
	-Apparatus Norms					
	-Rules for Advertising and Publicity					
	-Accreditation Rules					
		-Rules for Awards Ceremonies				
	–World Cup Rules for Aerobic Gymnastics					
	<ul> <li>and subsequent decisions of the FIG Executive Committee</li> <li>From the official event day of arrival until the official day of departure, participant</li> </ul>					
SAFEGUARDING						
	(gymnasts, coaches, judges and any other delegati					
	contact by phone or e-mail the LOC Safeguarding abuse of any type or if they are worried and do not					
	The information regarding the LOC Safeguarding					
	arrival of the delegations on site.	Officer will be confindencated upon				
	In addition, posters of the "10 Golden Rules of Gyn	phastics" the EIG campaign to raise				
	awareness about youth protection in Gymnastics, will have to be displayed in seve locations, including training and warm-up halls and public zones.					
DEADLINES	Provisional Registration (on line)	14 June 2023				
SUMMARY	Definitive Registration (on line)	09 August 2023				
	Nominative Registration (on line)	13 September 2023				
	Accommodation Form	09 August 2023				
	Travel Schedule Form	13 September 2023				
	Visa Request Form	09 August 2023				
	Meals Form	09 August 2023				
	Payment of the Entry Fee (100%)	09 August 2023				
	Payment of the Accommodation Costs (50 %)	09 August 2023				
	Payment of the Accommodation Costs (50 %)	13 September 2023				
	Payment of the Meals (50%)	09 August 2023				
	Payment of the Meals (50%)	13 September 2023				
	Payment of the Final Banquet (100%)	13 September 2023				
	Payment of the fine for missing judge	09 August 2023				

Sincerely Yours,

Place and date: Bucharest 9<sup>th</sup> November 2023



Signature of the President of the	
FIG affiliated NF	
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Ms CONSTANTIN Carmencita