



30th European Women's Artistic Gymnastics Team Championships Juniors and Seniors

Sofia (BUL)
12th – 18th May 2014



Work Plan

UEG Women's Technical Committee
O.C. of the European Championships 2014, Sofia (BUL)

TABLE OF CONTENTS

1.	GENERAL INFORMATION	4
1.1	Host Federation and Organising Committee	4
1.2	Official UEG contact address.....	4
1.3	Competition Venue	4
1.4	Training hall.....	4
1.5	Organising Committee	5
1.6	Union Européenne de Gymnastique (UEG) – Officials.....	5
2	THE COMPETITION	6
2.1	Provisional Schedule	6
2.2	Apparatus supplier.....	9
2.3	Training facilities	9
2.4	Official podium training	9
2.5	Touch Warm-up before competition.....	9
2.6	Starting numbers (Bib)	9
2.7	Competitions.....	9
2.8	Format of competitions	10
2.9	Maximum size of delegation.....	11
2.10	Drawing of lots	11
2.11	Competition I	11
2.12	Senior Competition IV	13
2.13	Juniors Competition II and Juniors and Seniors Competition III.....	14
2.14	Change of lists	15
2.15	Access to the competition area	15
2.16	Procedure of inquiries.....	15
2.17	Award Ceremonies.....	15
2.18	New elements	16
2.19	Written exercises	16
2.20	Scoring and distribution of results.....	16
2.21	Orientation Meeting	16
2.22	Opening Ceremony	16
2.23	Doping control	16
2.24	Closing Ceremony	16
2.25	Farewell Party	16
2.26	Important Deadlines:	17

3	JURY	17
3.1	Jury of Appeal	17
3.2	Superior Jury	17
3.3	Supervisors.....	17
3.4	Judges.....	17
3.5	Judges and the training sessions.....	18
3.6	Judges and the Official Podium training	18
3.7	Judges’ instruction and drawing of lots	19
4	ORGANISATION OF THE EVENT	19
4.1	Transportation	19
4.2	Insurance.....	19
4.3	Accreditation.....	19
4.4	Passport Photo.....	20
4.5	Delegation Boxes	20
4.6	Delegation Seating.....	21
4.7	Official UEG Hotel	21
4.8	Other Hotels.....	21
4.9	Meals.....	21
4.10	Media / Press Conferences	21
4.11	Regulations.....	22

1. GENERAL INFORMATION

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 14th February 2014.

1.1 Host Federation and Organising Committee

Bulgarian Gymnastics Federation

75, Vasil Levski blvd.

1000 Sofia

Bulgaria

Tel.: +3592 930 06 14

Fax: +3592 980 06 26

E-mail: info@sofiagymnastics2014.com

Website : www.sofiagymnastics2014.com

Facebook: <https://www.facebook.com/pages/2014-Sofia-European-Mens-and-Womens-Artistics-Gymnastics-Championships/640569109298157?ref=hl>

1.2 Official UEG contact address

Union Européenne de Gymnastique

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

1.3 Competition Venue

Arena Armeec Sofia Hall

1, Asen Jordanov Blvd.

Sofia 1113

Bulgaria

Tel: +359 2 903 36 04

Website: <http://arenaarmeecsofia.com/>

1.4 Training hall

Festivalna Hall

Manastirska str 35

Sofia 1111

Bulgaria

Tel: +359 2 872 38 82

1.5 Organising Committee

President	Mr. Krasimir DUNEV
Event Manager	Mrs. Nikolina HRISTOVA
Competition Manager, Apparatus	Mr. Iliya YANEV Mr. Nikolay IVANOV
VIP Responsible	Mrs. Peti NAKEVA
Administration and Communication Manager	Ms. Lili BORISOVA
Accommodation and Transportation Manager, Meals	Mrs. Klimentina NEDELICHEVA
Marketing and Merchandising Manager	Mr. Grigor DUDULOV
Ceremonies	Mr. Nikolay IVANOV
Press and Media Manager	Mrs. Vera MARINOVA Mr. Petyo BORISOV
Financial Manager	Mrs. Eli ASENOVA
Information Desk	Ms. Lili BORISOVA
Volunteers Manager	Ms. Lili BORISOVA
Web	Mr. Marin PETKOV
Accreditation	Ms. Lili BORISOVA, Mr. Grigor DUDULOV, Ms. Desislava PANEVA
Medical Assistance	Mr. Martin IVANOV M.D.

1.6 Union Européenne de Gymnastique (UEG) – Officials

UEG Officials	
President	Georges GUELZEC
Vice-President, President Jury of Appeal	Farid GAYIBOV
EC member, Member Jury of Appeal	Paolo FRISING
Administrative Director	Kirsi EROFEJEFF-ENGMAN
Head of Media	Oriane DO ROSARIO
Sports Coordinator	Linda PILET
Official Doctor	Lubos HRAZDIRA

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

2 THE COMPETITION

2.1 Provisional Schedule

Friday 09 th May		
All day	Arrival of UEG WTC	
Saturday 10 th May		
All day	Arrival of delegations	
All day	Arrival of D-Judges	
All day	UEG WTC Meeting	WTC room
From 15:00	Training session on request	Training hall
Sunday 11 th May		
All day	Official Arrival of the delegations	
08:30 – 20:30	Training as per schedule	Training hall
09:30	UEG WTC Meeting	WTC room
10:30 – 12:30	Meeting and Instructions for D1- and D2-Judges	Judges' Meeting room
15:00 – 19:00	Judges' Instruction, drawing of lots for C-I Juniors, C-I Seniors and C-II Juniors	Judges' Meeting room
20:00	Orientation Meeting	Press Conference Room
Monday 12 th May		
08:30 – 19:30	Training as per schedule	Training hall
09:30	Judges' briefing for Juniors' podium training	Judges' Meeting room
09:30	Apparatus Control	Competition hall
10:00 – 19:30	Official podium training for Juniors	Competition hall
10:00 – 12:00	Subdivision I	Competition hall
12:00	Swiss Timing instruction for Judges (Juniors' Competition)	Competition hall
12:10 – 14:10	Subdivision II	Competition hall
	Lunch Break	Delegations' restaurant
15:20 – 17:20	Subdivision III	Competition hall
17:30 – 19:30	Subdivision IV	Competition hall
20:00	Last deadline to submit the starting order for C-I Juniors	Information Desk
Tuesday 13 th May		
08:30 – 19:50	Training as per schedule	Training hall
09:30	Judges' briefing for Seniors' podium training	Meeting room
09:30	Apparatus Control	Competition hall
10:00 – 19:30	Official podium training for Seniors	Competition hall
10:00 – 12:00	Subdivision I	Competition hall
11:00 – 11:30	Opening Press Conference	Press Conference Room
12:10 – 14:10	Subdivision II	Competition hall
15:00	Swiss Timing instruction for Judges (Seniors' competition)	Competition hall

15:20 – 17:20	Subdivision III	Competition hall
17:30 – 19:30	Subdivision IV	Competition hall
20:00	Last deadline to submit the starting order for C-I Seniors	Information desk
Wednesday 14th May		
08:30 – 19:30	Training as per schedule	Training hall
08:45 – 09:30	Judges' briefing for C-I Juniors	Judges' meeting room
09:30	Apparatus Control	Competition hall
10:00 – 19:30	Competition C-I Juniors	Competition hall
10:00 – 12:00	Subdivision I	Competition hall
12:10 – 14:10	Subdivision II	Competition hall
	Lunch Break	Delegations' restaurant
14:30	Opening Ceremony	Competition hall
15:20 – 17:20	Subdivision III	Competition hall
17:30 – 19:30	Subdivision IV	Competition hall
19:45	Award Ceremony Juniors – Team Results	Competition hall
Thursday 15th May		
08:00 – 19:30	Training as per schedule	Training hall
08:45	Judges' briefing for C-I Seniors	Judges' meeting room
09:30	Apparatus Control	Competition hall
10:00 – 19:30	Competition C-I Seniors	Competition hall
10:00 – 12:00	Subdivision I	Competition hall
12:10– 14:10	Subdivision II	Competition hall
	Lunch Break	Delegations' restaurant
15:00	Last deadline to confirm the participation for C-II Juniors	Information desk
15:20 – 17:20	Subdivision III	Competition hall
17:30 – 19:30	Subdivision IV	Competition hall
Friday 16th May		
08:30 – 19:00	Training as per schedule	Training hall
12:45	UEG WTC Meeting	WTC room
15:00	Last deadline to submit the starting order for C-IV Seniors	Information desk
13:45	Judges' briefing for C-II Juniors	Judges' meeting room
14:30	Apparatus Control	Competition hall
15:00 – 17:00	Competition C-II Juniors	Competition hall
17:10	Award ceremony C-II Juniors	Competition hall
17:30	Meeting D1 Judges & UEG WTC	WTC room

Saturday 17 th May		
08:30 – 19:50	Training as per schedule	Training hall
09:30	Last deadline to confirm the participation for C-III Juniors and for C-III Seniors	Information desk
11:15	UEG WTC Meeting	WTC room
12:30	Judges' briefing and drawing of lots for C-IV Seniors, C-III Juniors and C-III Seniors	Judges' meeting room
14:30	Apparatus Control	Competition hall
15:00 – 16:40	Competition C-IV Seniors	Competition hall
16:40	Award ceremony C-IV Seniors	Competition hall
17:00	Meeting D1 judges & UEG WTC	WTC room
Sunday 18 th May		
08:00 – 16:15	Training as per schedule	Training hall
08:00	UEG WTC Meeting	WTC room
08:45	Judges' briefing for C-III Juniors	Judges' meeting room
09:30	Apparatus control	Competition hall
09:30 – 11:50	Competition C-III Juniors	Competition hall
09:30 – 10:00	Vault Final	Competition hall
10:05 – 10:30	Uneven Bars Final	Competition hall
10:30 – 10:45	Award Ceremony C-III Juniors	Competition hall
10:50 – 11:20	Balance Beam Final	Competition hall
11:25 – 11:55	Floor Final	Competition hall
12:00	Award Ceremony C-III Juniors	Competition hall
12:15	Apparatus control	Competition hall
12:30 – 13:30	Warm-up for finalists C-III Senior	Competition hall
13:00	Judges' briefing for C-III Senior	Judges' meeting room
14:00 – 16:20	Competition C-III Seniors	Competition hall
14:00 – 14:30	Vault Final	Competition hall
14:30 – 14:55	Uneven Bars Final	Competition hall
15:00	Award Ceremony	Competition hall
15:20 – 15:50	Balance Beam Final	Competition hall
15:50 – 16:20	Floor Final	Competition hall
16:25	Award Ceremony C-III Seniors	Competition hall
17:00	Closing ceremony	Competition hall
20:00	Farewell party	Dedeman Princess Hotel
Monday 19 th May		
All day	Departure of the delegation	
All day	Departure of UEG WTC	

2.2 Apparatus supplier

The apparatus supplier of these European Championships is Janssen-Fritsen.
The sets of apparatus on the podium and in the training hall will be identical.

The training hall and the warm-up hall will be provided with:
4 sets of equipment (3 sets in training hall and 1 set in warm-up hall).
Each set exists of 1* floor – 1* vault – 2* uneven bars – 2* beams

2.3 Training facilities

Prior to the competition, gymnasts will have two official training possibilities per day. The training hall Festivalna Hall is available from Sunday 11th May 2014 (Saturday 10th May, from 15:00 on request).
The delegations are obliged to respect the training schedules.
A detailed program of training sessions will be provided to the participating national federations in due time.

2.4 Official podium training

The official podium training will take place according to the competition order as follows:

For Juniors: Monday 12th May 2014
For Seniors: Tuesday 13th May 2014

A detailed program of the official podium trainings will be provided to the participating national federations in due time.

2.5 Touch Warm-up before competition

Juniors Competition I, II and III on the podium
Seniors Competition I and IV on the podium
Seniors Competition III in the warm-up hall **only**. (Prior to the start of C-III, a timed/controlled warm-up period of at least one hour accorded to the gymnasts will take place on the podium up to 30 minutes before the start of the competition)

Warm-up times according to the FIG rules.

2.6 Starting numbers (Bib)

Two (2) sets of starting numbers will be provided to the Head of Delegation by the OC during the Orientation Meeting. These numbers must be visibly worn throughout the whole competitions.

2.7 Competitions

Juniors:	Competition I	Wednesday	May 14 th , 2014
Seniors:	Competition I	Thursday	May 15 th , 2014
Juniors:	Competition II	Friday	May 16 th , 2014
Seniors:	Competition IV	Saturday	May 17 th , 2014
Juniors and Seniors:	Competition III	Sunday	May 18 th , 2014

Competition I	= C-I	= qualifications
Competition II	= C-II	= all-around
Competition III	= C-III	= apparatus final
Competition IV	= C-IV	= team final

2.8 Format of competitions

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

C-I Juniors: Wednesday 14th May

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

Qualification for C-II and C-III.

Final result for Team Ranking.

Additionally this competition counts for gymnasts born 1999 as Qualification for the Youth Olympic Games 2014.

➤ The gymnasts must participate at all apparatus and reach an average minimum Execution Score of 7.5, thus a total Execution Score of minimum 30 points. The 19 best ranked athletes at qualification event will grant a quota place to their NOC. In the event of ties, the Olympic Games tie-breaking rules, as set in the FIG Technical Regulations, will apply.

C-I Seniors: Thursday 15th May

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

Qualification for C-IV and C-III.

The total points of the team determine the qualification for C-IV.

Additionally this competition counts for teams and individuals as Qualification for the European Games 2015.

- The 25 best ranked teams (+ host country) and 12 best ranked gymnasts at qualification event will grant a quota place to their NOC.
 - For spots 1-75, the 25 best teams of competition 1 are granted one (1) team spot. The three (3) gymnasts selected by their NOC will compete in the team event at EG15
 - For spots 76-78, the host NOC gets one (1) team spot. If the host has already qualified any gymnast following the above mentioned criteria or does not make use of this spot, then this 26th team spot will be granted to the 26th NOC in the team ranking.
 - For spots 79-90, the following twelve (12) best NOC of competition 1 are granted one (1) spot. Gymnasts representing an NOC already qualified under criterion 1 and 2 are not taken into consideration for criterion 3.

C-II Juniors: Friday 16th May

The highest 24 ranked gymnasts from competition I (with a maximum of 2 per federation) are qualified for this competition. This competition will be run with only one subdivision.

Four (4) reserve gymnasts are designated, taking into account the ranking in C-I.

In case of a tie, the tie breaking rules set out in FIG TR will apply.

C-IV Seniors: Saturday 17th May

The 8 best teams from C-I are qualified for the team final.

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

C-III Juniors and Seniors: Sunday 18th May

The highest 8 ranked gymnasts on each apparatus from C-I, with a maximum of 2 gymnasts per apparatus and per national federation qualify for C-III on the corresponding apparatus.

Three (3) reserve gymnasts are designated on each apparatus, taking into account the list of results of C-I. In case of a tie, the tie breaking rules set out in FIG TR will apply.

2.9 Maximum size of delegation

Only gymnasts in good standing with the correct age and holding a valid FIG License may participate. The maximum composition of the delegation for the European Team Championships is the following:

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
Transferable Access Cards to be used in conjunction with the primary accreditation card <i>(the total number of transferable access cards for coaches may not exceed the total number of coaches per discipline)</i>			
Transferable access card zone 1 for coach	2	2	4
Transferable access card zone 3 for coach	2	2	4
Transferable access card zone 1 for medical staff	1	1	1
Transferable access card zone 3 for medical staff	1	1	1
Transferable access card zone 3 for Team Manager or Head of Delegation	1	1	1

*the total number of coaches may not exceed the total number of gymnasts

2.10 Drawing of lots

Starting orders of all competitions are made according to the drawing of lots carried out in Sofia (BUL) on 2nd March 2014, by the UEG WTC and the Organising Committee (OC).

For C-I Juniors and C-I Seniors, the draw for mixed groups was made amongst the national federations with individual gymnast(s) and Teams with less than 5 gymnasts. The starting order of the remaining teams and mixed groups was set by drawing of lots according UEG TR 2014.

2.11 Competition I

Junior Competition I

Composition of the mixed groups (MG):

MG 1: LTU & CYP

MG 2: AZE & BLR





MG 3: SWE & SVK

MG 4: GEO & LUX





MG 5: LAT & CRO

JUNIORS C-I - WEDNESDAY 14TH MAY 2014





Subdivision I:

			
ISR	SLO	AZE+BLR	IRL
HUN	DEN	AUT	





Subdivision II:

			
GEO+LUX	NOR	LTU+CYP	BEL
BUL	ESP	FIN	SWE+SVK

Subdivision III:

			
ISL	LAT+CRO	TUR	POL
POR	CZE	GRE	SUI

Subdivision IV:

			
FRA	RUS	ROU	GBR
NED	GER	UKR	ITA

The order of the teams/mixed groups will not change 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.

Senior Competition I

Composition of the mixed groups (MG):

MG 1: SVK & ISR

MG 2: SLO & SRB





MG 3: LUX & LTU

MG 4: POR & TUR





MG 5: GEO & CYP

SENIORS C-I - THURSDAY 15TH MAY 2014





Subdivision I

			
NOR	FIN	BUL	UKR
AZE	SWE	CZE	LAT





Subdivision II

			
LUX+LTU	SLO+SRB	AUT	GRE
DEN	CRO	SUI	GEO+CYP

Subdivision III

			
IRL	BLR	HUN	SVK+ISR
ISL	POR+TUR	POL	NED

Subdivision IV

			
GER	ROU	ESP	FRA
RUS	BEL	GBR	ITA

The order of the teams/mixed groups will not change 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.

General information for C-I Juniors and C-I Seniors:

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 real number of gymnasts present at the competition.





Starting order:

Team: the starting order for gymnasts in a team is decided by the National Federation.

Mixed Group: National Federations with more than one gymnast must submit the order for their gymnasts on each apparatus.

2.12 Senior Competition IV

SENIOR C-IV - SATURDAY 17TH MAY 2014

Rotation		Ranking C-I		Ranking C-I		Ranking C-I		Ranking C-I
1	Team	4	Team	3	Team	1	Team	7
	Team	2	Team	8	Team	6	Team	5

The order of the teams/mixed groups will not change during the competition.

The 3 gymnasts of the first team/mixed group will warm-up and compete; then the 3 gymnasts of the second team/group will warm-up and compete.

The numbers correspond with the ranking of the teams after C-I

If in the Seniors Team competition one of the registered gymnasts is injured during C-I or C-IV, she can be replaced by gymnast no.4, respectively no.5





The reserve will be placed on the starting position of the gymnast she replaces.

2.13 Juniors Competition II and Juniors and Seniors Competition III





If a qualified gymnast is prevented from taking part in competition C-II (Juniors) or C-III, she can be replaced by the next gymnast from her federation, if her result is better than that of the first reserve. The reserve will be placed on the starting position of the gymnast she replaces.

Withdraws and/or replacements of gymnasts will be accepted within a limit of 30 minutes prior to the competition of the concerned apparatus final, provided that above mentioned conditions are fulfilled. They have to be submitted to the UEG Technical Delegate.





JUNIOR C-II – FRIDAY 16TH MAY 2014

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

JUNIOR FINALS C-III - SUNDAY 18TH MAY 2014

							
Ranking C-I	Starting order C-III	Ranking C-I	Starting order C-III	Ranking C-I	Starting order C-III	Ranking C-I	Starting order C-III
1	8	1	6	1	3	1	4
2	2	2	2	2	8	2	1
3	1	3	8	3	4	3	6
4	6	4	7	4	7	4	3
5	4	5	4	5	1	5	7
6	3	6	5	6	5	6	2
7	5	7	1	7	6	7	5
8	7	8	3	8	2	8	8

SENIOR FINALS C-III- SUNDAY 18TH MAY 2014

							
Ranking C-I	Starting order C-III	Ranking C-I	Starting order C-III	Ranking C-I	Starting order C-III	Ranking C-I	Starting order C-III
1	2	1	7	1	5	1	5
2	7	2	6	2	4	2	3
3	4	3	2	3	2	3	6
4	6	4	3	4	3	4	7
5	5	5	8	5	7	5	1
6	1	6	1	6	6	6	2
7	3	7	4	7	8	7	8
8	8	8	5	8	1	8	4

2.14 Change of lists

Changes of nominative entry are only accepted for exceptional reasons, and must be delivered in writing to the Information Desk.

After the deadline of the working order, any modification (in case of injuries, illness or exceptional circumstances), must be approved by the President of the UEG WTC, who may require a certificate from the official Medical Officer.

2.15 Access to the competition area

The access to the competition area is only permitted for gymnasts, coaches, judges, local group-leaders and technical assistants.

Two coaches (or assisting persons) as per the FIG rules will be allowed for each team for the team competition, and only one coach for each gymnast for the individual competitions

Special facilities are provided for medical staff. Competitors in need of medical attention will be directed to these locations

No unnecessary items will be allowed in the competition area. The use of any kind of electronic device (video, mobile phones, etc.) is strictly forbidden in the competition area:

“If a mobile phone or any other electronic communication device should be used on the field of play during the entire competitions of the European Championships, the person concerned (gymnast, coach, etc.) will be immediately expelled. The gymnasts will not be ranked and will not be authorised to participate in the remaining competitions. If this rule is violated by a coach, all his/her gymnasts will also be expelled” (official communication “UEG Events-Sanctions” dated February 22, 2012).

2.16 Procedure of inquiries

The procedure of inquiries follows the UEG TR 2014.

2.17 Award Ceremonies

The Award Ceremonies will take place according to the schedule and will be organized as follows:

C-I Juniors (Team Ranking):	Gold, Silver and Bronze medalists on the podium
C-II Juniors:	8 best ranked gymnasts on the podium
C-IV Seniors:	Gold, Silver and Bronze medalists on the podium
C-III Juniors:	Gold, Silver and Bronze medalists on the podium
C-III Seniors:	Gold, Silver and Bronze medalists on the podium

According to the UEG and FIG regulations, the gymnasts are requested to wear competition attire during the awarding ceremonies.

2.18 New elements

New elements have to be presented to the Technical Delegate at the end of the Orientation Meeting at the very latest.

2.19 Written exercises

It would be appreciated if National Federations submit their gymnasts' exercises in symbol notation to the Technical Delegate at the end of the Orientation Meeting at the very latest.

2.20 Scoring and distribution of results

Directly after Competition I, the scoring office will produce:

- lists of the final ranking of C-I
- list of qualified gymnasts for the YOG 2014;
- list of the ranking of all Teams
- list of the qualified gymnasts (and reserves) for Juniors C-II
- list of the qualified Senior Teams for C-IV
- list of the ranking of all the participants on each apparatus
- list of the qualified gymnasts (and reserves) per apparatus for C-III

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 will be provided in the mailboxes at the information desk. The intermediary results and rankings are only displayed in the halls and published on the Internet.

At the end of the competition all delegations will be provided with a complete set of results including the judges' individual scores for all competitions, this will be handed over at the banquet.

2.21 Orientation Meeting

The Orientation Meeting will take place on Sunday 11th May at 20:00, at the Press Conference Room, Arena Armeec Sofia Hall, level 0. The attendance of the participating National Federations to the Orientation Meeting is mandatory. A maximum of 3 members per delegation (including the Head of Delegation) can attend this meeting.

Unjustified failure to attend this meeting will result in a sanction of Euro 1'000.-- against the Federation - to be paid to the UEG.

During this meeting, representatives of the UEG and the OC will provide the delegations with the practical information and technical details of the competition.

Advertising on the gymnasts' leotards must be presented and controlled at this session.

2.22 Opening Ceremony

The Opening Ceremony will take place on Wednesday 14th May, 2014 at 14:30

2.23 Doping control

Any doping is prohibited. Doping Control can be requested at any time, in accordance with the FIG Regulations. In case of positive results, the gymnasts concerned will be disqualified.

Doping controls will be carried out in accordance with the WADA regulations.

2.24 Closing Ceremony

The closing Ceremony will be part of the final session on Sunday 18th May at 17:00

2.25 Farewell Party

Delegations that book their accommodation through the OC are invited to the Final Banquet which will take place on Sunday 18th May 2014, at 20:00, in Dedeman Princess Hotel. Extra tickets for the banquet can be bought at the information desk at €30 / person.

2.26 Important Deadlines:

For submitting:

UEG advertising application form Request Form for additional training on the 10 th of May 2014:	Wednesday 16th April to be sent to the UEG Office
Starting order of C-I Juniors:	Friday 18 th April, to be sent by e-mail to the LOC
Starting order of C-I Seniors:	Monday 12 th May, 20:00 at the very latest at the information desk
Starting order of C-IV Seniors:	Tuesday 13 th May, 20:00 at the very latest at the information desk
New Elements:	Friday 16 th May, 15:00 at the very latest at the information desk
Written exercises:	Sunday 11 th May 20:00 at the very latest at the orientation meeting
	Sunday 11 th May 20:00 at the very latest at the orientation meeting

For confirming the participation of:

C-II Juniors:	Thursday 15 th May, 15:00 at the very latest at the information desk
C-III Seniors and C-III Juniors:	Saturday 17 th May, 09:30 at the very latest at the information desk

3 JURY

3.1 Jury of Appeal

President:	Mr. Farid Gayibov
Member:	Mr. Paolo Frising
Member:	to be named on site

3.2 Superior Jury

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

3.3 Supervisors

Vault:	Mrs. Christine Frauenknecht
Uneven bars:	Mrs. Sabrina Klaesberg
Balance Beam:	Mrs. Orna Shai
Floor exercise	Mrs. Hana Liskarova

3.4 Judges

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 national federations, the UEG/WTC decides the process for designating the necessary number of judges (FIG/RT, Reg.7.10.3. a).

If a National Federation has a judge selected in the D2-Panel or in the R-Panel, its second registered judge can be drawn as E-Judge or assistant in Junior and/or Senior competition if needed.

D1-Judges (Difficulty Judges) were drawn from amongst those with FIG category I.

D-1 Panel

Juniors and Seniors (remain the same throughout the entire competition in Juniors and in Seniors)

Vault:	Mrs. Carmen Basla (ITA)
Uneven bars:	Mrs. Anne Torill Nordli (NOR)
Balance Beam:	Mrs. Johanna Gratt (AUT)
Floor exercise:	Mrs. Robin Leeworthy (GBR)
Reserve:	Mrs. Marja Räisänen (FIN)

D2-Judges (Difficulty Judges) were drawn after the definitive registration (14th February 2014) in Sofia on 1st March 2014 from those with FIG category I and II.

D-2 Panel

Juniors (remain the entire competition in Juniors)

Vault:	Mrs. Nadezda Seile (LAT)
Uneven bars:	Mrs. Angela Cacoveanu (ROU)
Balance Beam:	Mrs. Marleen Van Dooren (BEL)
Floor exercise:	Mrs. Marianne Assadi (FRA)

D-2 Panel

Seniors (remain the entire competition in Seniors)

Vault:	Mrs. Alena Horka (CZE)
Uneven bars:	Mrs. Annelore Gitteau (SUI)
Beam:	Mrs. Maria Ratynska-Bury (POL)
Floor:	Mrs. Berglind Pettursdottir (ISL)

D-2 Reserves

Reserve 1	Mrs. Neli Tankoucheva (BUL)
Reserve 2	Mrs. Maïke Salewski-Krischok (GER)

R-Judges (Reference Judges) will be drawn from amongst those with FIG category I and II on site.

For competition C-III and C-IV, only judges from federations without qualified gymnasts (including the first reserve) are allowed to judge in the R- or E-jury panel at the concerned apparatus.

E-Judges (Execution Judges) will be decided by drawing of lots on site.

For Seniors C-IV only judges from Federations without qualified team will be allowed to judge in the E-panel if there are enough neutral judges

For Juniors and Seniors C-III, only judges from federations without qualified gymnasts (including the first reserve) will be allowed to judge in the E-panel panel at the concerned apparatus

As a reminder and according to the FIG Accreditation Rules (point 1.13) the function of judge cannot be combined with any other function.

3.5 Judges and the training sessions

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

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

3.6 Judges and the Official Podium training

The presence of all judges is mandatory.

3.7 Judges' instruction and drawing of lots

The judges' instruction will be held in English only.

According to the FIG TR the presence of the judges to the judges' instruction is mandatory for all judges (D-, R-, E-, A- and reserve judges).

All judges' instructions and briefings will be held in the judges' meeting room located in the Arena Armeec Sofia Hall.

Drawing of lots for R- and E-Judges will be held as follows:

C-I Juniors, C-I Seniors, C-II Juniors:	Sunday 11 th May, 15:00
C-IV Seniors, C-III Juniors, C-III Seniors:	Saturday 17 th May, 12:30

4 ORGANISATION OF THE EVENT

4.1 Transportation

The travel to Sofia will be at each delegation's own expenses. The UEG and the OC strongly recommend that each Federation takes cancellation insurance for their transportation.

Accredited team delegations who will stay at one of the official hotels, who will book their accommodation through the Organising Committee and who will fill in their travel schedule form (arrivals and departures) by 16th April 2014 at the latest will be provided with a shuttle service from the Sofia airport or Sofia Central Railway Station to the official hotels and back.

A shuttle service will be available for the local transport of all accredited persons from the official hotels to the Arena Armeec Sofia Hall (i.e. warm-up, competitions venues) and the Festivalna Hall (training) and to any other official activities and back as needed.

Federations who do not book their accommodation through the organising committee will not be entitled to use the transportation system.

4.2 Insurance

The Host Federation, the Organising Committee and the UEG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The UEG Technical Regulations foresee that all participating federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their delegation. The Organising Committee will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). In case X-ray or other medical imaging should be necessary, this needs to be paid immediately at the hospital.

Delegation members with insufficient insurance cover must inform the organising committee in advance. The OC will subsequently offer insurance at the Federations' own charge at the price of € 5 per person/day. For booking this insurance coverage, please refer to the Directives.

4.3 Accreditation

The accreditation center will be located at Arena Armeec Sofia, and will be open from Saturday 9th May 2014.

Upon accreditation, each Head of Delegation will be asked to present to the OC a valid passport for all gymnasts and judges, for proof of identity and control of nationality. Copies of these passports will be made by the OC at accreditation.

The gymnasts will also be asked to present to the OC their valid FIG License for anti-doping purposes. Gymnasts who do not present a valid FIG license are not allowed to compete. Should a gymnast not be able to show her license at accreditation, the Organising Committee may check on the official FIG Website if the respective gymnast has a valid license or not. Should a gymnast present an invalid license or the validity of

the forgotten license may not be verified by the Organising Committee, the gymnast shall not be allowed to compete.

Accreditations will not be distributed unless all financial and insurance obligations have been arranged. In case of lost or stolen accreditation, the Organising Committee must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (Euro 150) Lost or stolen transferable access cards will not be replaced.

At accreditation, each Head of Delegation must also:

- Make any necessary payments
- Show proof of the cover note or photocopy of the valid insurance policy
- Check the correct names of their complete delegation
- Verify the accommodation requirements
- Verify the return flight schedules
- Hand in a CD with the music of their NF's national anthem (clearly marked with the name of the country and the mention "national anthem")
- Hand in a 150cm x 100cm national flag
- Hand in the form "Confirmation of the national flag and anthem"
- Hand in the request for raising the bars of 10 cm
- Hand in two 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.
- Hand in the form "submission of floor music" for juniors and senior

These back-up audio CDs must be brought for safety and training reasons, and will be returned at the closing banquet.

The definitive Work Plan and schedules will be given to each Head of Delegation at accreditation, if needed.

4.4 Passport Photo

In order to accelerate the process of accreditation, one passport photo of each delegation member must be sent directly to the OC's online system through the official website www.sofiagymnastics2014.com by **16th April 2014 at the very latest.**

The passport photos are accepted digital format only and the specification of the photo should be as follows:

File format: .jpg or .jpeg

Dimensions: min. 210 X 270 pixels, max. 420 X 540 pixels (width X height)

File size: not bigger than 150kb

File name: NOC_Surname_Firstname (eg BUL_Surname_Firstname.jpg)

If a photo has to be taken at the Accreditation in Sofia because none has been sent, there will be a charge to the federation of € 15 per photo taken on site.

4.5 Delegation Boxes

Delegation Mail Boxes will be set up in the Arena Armeec Sofia Hall at the information desk. All information regarding competition, warm-up, training, notification of meetings, transport, official functions, as well as UEG and OC correspondences will be distributed via the delegation mailboxes.

A special "Mail Box" authority card will be issued to each Head of Delegation. This card must be shown by the Head of Delegations 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 from 08:00 till 21:00.

4.6 Delegation Seating

The OC will reserve seats for the seating of the accredited delegation members in the designated area in the spectator's seats. 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 steward. Reserved places will also be put at the disposal of Press, Radio, Television, Photographers and authorized officials.

4.7 Official UEG Hotel

Hotel category I: ****

Metropolitan Hotel Sofia- Official UEG Hotel

Address: 64, Tsarigradsko shosse blvd.Sofia 1784

E-mail: reservations@metropolitanhotelsofia.com

Website: www.metropolitanhotelsofia.com

4.8 Other Hotels

Hotel category II: ****

Park Hotel Vitosha

Address: Studentski Grad # 1

1Rosario str. Sofia1700

E-mail: marketing@vitoshaparkhotel.com

Website: <http://www.vitoshaparkhotel.com>

Hotel category II: ****

Suite Hotel Sofia

Address: 1 A Yordan Yosifov str. Sofia1700

E-mail: reception@suitehotelsofia.bg

Website: <http://www.suitehotelsofia.bg>

Hotel category III: ****

Dedeman Princess Hotel

Address: 131 Maria Louisa Blvd,Sofia1000

E-mail: marketing.sofia@dedeman.com

Website: <http://dedeman-princess-sofia.hotel-rn.com>

4.9 Meals

The prices for meals are included in the price of each hotel booking

Breakfast: 06:30 – 10:00 daily, in the official team hotels

Lunch: 12:00 – 15:00 daily, in the competition venue

Dinner: 18:00 – 22:00 daily, in the official team hotels

Extra lunch tickets can be bought at the information desk at €17 per ticket.

4.10 Media / Press Conferences

The Opening Press Conference will take place on Tuesday 13th May 2014 at 11:00 in the Press Conference Room, Arena Armeec Sofia Hall, level 0. All other interviews will be held in the mixed zone.

4.11 Regulations

The 30th European Women's Artistic Gymnastics Team Championships, Juniors and Seniors, Sofia (BUL), 2014, will take place under the following regulations:

UEG Statutes 2013

UEG Technical Regulation 2014

UEG Regulations for Advertising and Publicity 2009

FIG Statutes 2013

FIG Technical Regulation 2014

The current Codes of Points and the followings remarks or documents issued by the FIG/ WTC

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