

AGF TROPHY INTERNATIONAL TOURNAMENT IN RHYTHMIC GYMNASTICS



WORK PLAN

BAKU, AZERBAIJAN
April 14-16, 2023

Dear Friends!

Azerbaijan Gymnastics Federation is pleased to resume the organization of AGF Trophy International Tournament in Rhythmic Gymnastics at Milli Gimnastika Arenası on April 14-16, 2023.

With this Work Plan, it will be easy for you to understand the competition procedures.

We do hope that this event will bring you even more courage and belief in yourselves prior to the year`s major competitions.

Looking forward to welcome you here in Baku!

*With best regards,
LOC*

**GENERAL
INFORMATION**

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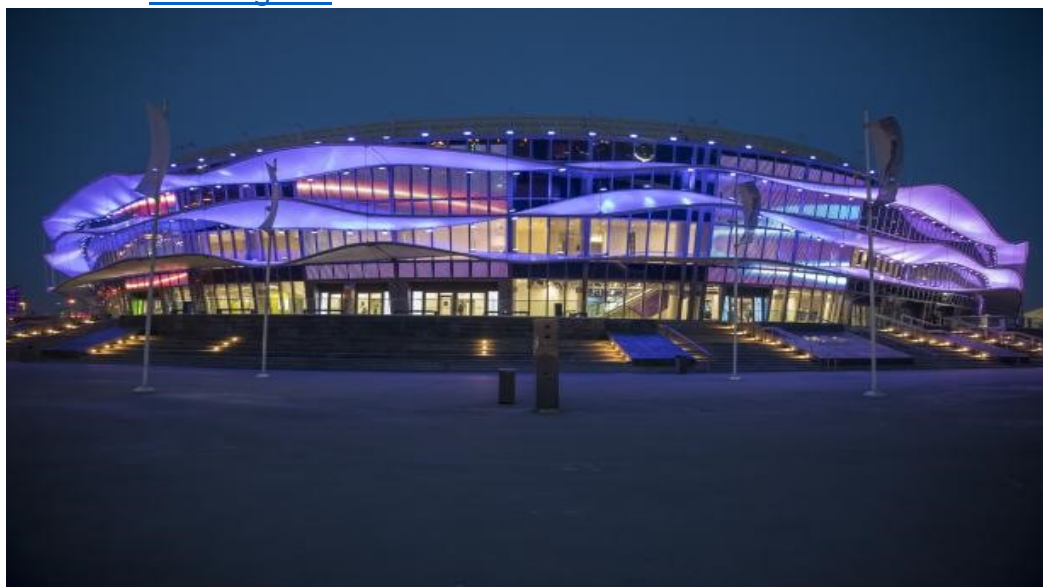
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**COMPETITION
VENUE**

MGA – Milli Gimnastika Arenası (National Gymnastics Arena)
178 Heydar Aliyev Avenue
AZ1029, Baku, Azerbaijan
Tel: +99412 566 9699
Fax: +99412 566 9694
Website: www.mga.az



The MGA was officially opened in April 2014. This gymnastics specialized Arena has already hosted many different international sport events. The Arena has the ability to stretch from 5,000 to 9,600 seats, depending on the size and the nature of the event it hosts. This sports facility has become a favourite training camp venue of many gymnasts all over the world.

Training and Warm-up facilities will be located within the MGA.

PROVISIONAL PROGRAMME

DATE-TIME	DESCRIPTION	LOCATION
WED. 12 Apr.		
As announced	Official arrival day of Delegations for RGI and RGG competitions	
THU. 13 Apr.		
As per schedule	Training and Podium training for RGI and RGG	MGA, Warm-up & Training Hall, -2
17:00 – 18:00	Judges' meeting for RGI and RGG Judges	MGA, Judges' Room, -2
18:00	Orientation Meeting & Welcome Reception for RGI and RGG Competitions	MGA (Artistic Lounge, 1)
FRI. 14 Apr.		
As per schedule	Training for RGI and RGG	MGA, Warm-up & Training Hall, -2
11:00 – 12:00	Judges' draw (all positions) and briefing for RGI & RGG Qualifications	MGA, Judges' Room, -2
12:00 – 12:10	Opening ceremony	MGA (FoP, -2)
12:10 – 13:15	RGI Qualifications / Juniors / Hoop and Ball	MGA (FoP, -2)
13:25 – 14:05	RGG Qualifications / Juniors / 5 Ropes	MGA (FoP, -2)
14:05 – 15:00	Break	

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15:00 – 16:30	RGI Qualifications / Seniors / Hoop and Ball	MGA (FoP, -2)
16:40 – 16:55	RGG Qualifications / Seniors / 5 Hoops	MGA (FoP, -2)
17:30	City Sightseeing Tour	(Departure from MGA, arrival to official hotel)
SAT. 15 Apr.		
As per schedule	Training for RGI and RGG	MGA, Warm-up & Training Hall, -2
11:00 – 12:00	Judges' briefing for RGI & RGG Qualifications	MGA, Judges' Room, -2
12:00 – 13:05	RGI Qualifications / Juniors / Clubs and Ribbon	MGA (FoP, -2)
13:15 – 13:55	RGG Qualifications / Juniors / 5 Balls	MGA (FoP, -2)
13:55 – 14:15	Award Ceremony for All-Around RGI and RGG Juniors	MGA (FoP, -2)
14:15 – 15:15	Break	
15:15 – 16:45	RGI Qualifications / Seniors / Clubs and Ribbon	MGA (FoP, -2)
16:55 – 17:10	RGG Qualifications / Seniors / 3 Ribbons + 2 Balls	MGA (FoP, -2)
17:10 – 17:30	Award Ceremony for All-Around RGI and RGG Seniors	MGA (FoP, -2)
18:00	City Sightseeing Tour	(Departure from MGA, arrival to official hotel)
SUN. 16 Apr.		
10:30 – 11:55	Judges' briefing for RGI and RGG	MGA, Judges' Room, -2
Apparatus Finals		
10:00 – 10:30	RGI / Juniors / Hoop Final	MGA (FoP, -2)
10:30 – 11:00	RGI / Juniors / Ball Final	MGA (FoP, -2)
11:05 – 11:45	RGG / Juniors / 5 Ropes Final	MGA (FoP, -2)
11:55 – 12:15	Award Ceremonies for RGI Hoop, RGI Ball and RGG 5 Ropes + AGF Trophy Junior	MGA (FoP, -2)
12:20 – 12:50	RGI / Juniors / Clubs Final	MGA (FoP, -2)
12:50 – 13:20	RGI / Juniors / Ribbon Final	MGA (FoP, -2)
13:25 – 14:05	RGG / Juniors / 5 Balls Final	MGA (FoP, -2)
14:05 – 14:20	Award Ceremony for RGI Clubs, RGI Ribbon and RGG 5 Balls Juniors	MGA (FoP, -2)
14:20 – 15:20	Break	
15:20 – 15:50	RGI / Seniors / Hoop Final	MGA (FoP, -2)
15:50 – 16:20	RGI / Seniors / Ball Final	MGA (FoP, -2)
16:25 – 17:10	RGG / Seniors / 5 Hoops Final	MGA (FoP, -2)
17:10 – 17:30	Award Ceremonies for RGI Hoop, RGI Ball and RGG 5 Ropes + AGF Trophy	MGA (FoP, -2)
17:30 – 18:00	RGI / Seniors / Clubs Final	MGA (FoP, -2)
18:00 – 18:30	RGI / Seniors / Ribbon Final	MGA (FoP, -2)
18:30 – 19:10	RGG / Seniors / 3 Ribbons + 2 Balls Final	MGA (FoP, -2)
19:10 – 19:30	Award Ceremony for RGI Clubs, RGI Ribbon and RGG 3 Ribbons + 2 Balls / Seniors	MGA (FoP, -2)
20:30 – 23:00	Banquet	
MON. 17 Apr.		
All day	Departure of Delegations	

ARRIVAL INFORMATION	Official delegations` members will be met at Heydar Aliyev International Airport (GYD), bus or railway station upon arrival in Baku and transferred to the event's official hotels provided that they reserved their accommodation through the LOC. The delegations will be informed of the time fixed for their accreditation upon arrival.
ACCREDITATION	Accreditation Center is located within the competition venue - Milli Gimnastika Arenasi (MGA, National Gymnastics Arena, - 2). There is no

	<p>need for all delegation members to be present at the accreditation center. One/two responsible persons from the delegation possessing all the necessary information is enough to get accreditation for all its members.</p> <p>The following items will be checked/submitted by a responsible person:</p> <ul style="list-style-type: none"> • The passport of gymnasts and judges including all members of the delegations • License • Transport – Departure details • Settlement of all outstanding payments • The medical insurance for the members of the delegations • 2 sets of Audio CD's of the music and a form with the duration and the author of the music has to be filled in; official titles/Interpreters have to be indicated. • confirm the accuracy of the Music, uploaded on the LOC digital platform • National anthem and national flag • Possible submission of other forms • Submission of e-mail address and mobile phone number of one responsible person
<p>INFORMATION DISTRIBUTION</p>	<p>No hard copies of any documents (start list, results & other relevant documents) will be available for distribution.</p> <p>All the necessary information will be communicated via email and WhatsApp group (email addresses and mobile phone numbers of HoD/responsible person will be collected for this purpose). Information desks and boards, including transport, will also be set up at each official hotels' lobby.</p> <p>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. Delegations will be requested to inform the LOC about the correct email address upon arrival.</p> <p>Moreover, by scanning QR Code placed on the Accreditation card, you will be able to find all necessary competition information.</p>
<p>TRANSPORT</p>	<p>Buses schedule from the official hotels to the Competition Venue & back will be provided to the delegations who reserved their accommodation through the LOC at the accreditation center / LOC Room.</p>
	<p>Courtyard Baku by Marriott 4* Address: 300-303 quarter, intersection of M. Fuzuli and A. Topchubashov streets, Nasimi district, Baku, AZ1009 Tel.: +994 12 310 40 40 Website: https://www.marriott.com/hotels/travel/gydcy-courtyard-baku/</p> <p>The Hotel is located close to the city center.</p> <p><u>Distances</u></p>

<p>HOTELS</p>	<p>Airport: 30 km – approx. 35 min (by car) Training/competition venue: 12 km – approx. 23 min. (by car)</p> <p>Sport Plaza Hotel & Apartments 3* (low cost) 115 Heydar Aliyev Avenue, Building 187 C, Baku AZ1029 Tel: +99412 565 05 55 Website: www.sportplaza.org</p> <p>This sport hotel located within the area of the Athletes` Village used during the Baku 2015 First European Games, offers rooms like at the Olympic Village standard with single and twin occupancy with separate and shared bathroom. It is just opposite the MGA.</p> <p><u>Distances</u></p> <p>Airport – 17,5 km (18 min. drive) Training/competition venue – 4,7 km (6 min. drive)</p> <p>Note: Breakfast is included into the accommodation reservation. Wi-Fi is available at the above-mentioned hotels.</p>																
<p>MEALS</p>	<p>The delegations, who reserved meals for its members, will get meal coupons at the Accreditation Centre.</p> <p><i>Meal schedule for the delegations booked meals at hotels/MGA (breakfast is included into the accommodation reservation) is as follows:</i></p> <table border="1" data-bbox="448 1346 1445 1597"> <thead> <tr> <th><i>Location</i></th> <th><i>Breakfast</i></th> <th><i>Lunch</i></th> <th><i>Dinner</i></th> </tr> </thead> <tbody> <tr> <td>Courtyard Baku by Marriott</td> <td>06:00-10:00</td> <td>13:00-16:00</td> <td>19:00-22:00</td> </tr> <tr> <td>Sport Plaza Hotel & Apartments</td> <td>06:00-10:00</td> <td>13:00-16:00</td> <td>19:00-22:00</td> </tr> <tr> <td>MGA</td> <td>N/A</td> <td>13:00-16:00</td> <td>N/A</td> </tr> </tbody> </table> <p>Those delegations ordered lunches at the official hotel, but having training and competitions at that time, may request the LOC to have their lunches prepared in the “lunch boxes” no later than 24 hours before the day concerned. This concerns only to the lunches reserved at the official hotels.</p>	<i>Location</i>	<i>Breakfast</i>	<i>Lunch</i>	<i>Dinner</i>	Courtyard Baku by Marriott	06:00-10:00	13:00-16:00	19:00-22:00	Sport Plaza Hotel & Apartments	06:00-10:00	13:00-16:00	19:00-22:00	MGA	N/A	13:00-16:00	N/A
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<p>VIP LOUNGES & ATHLETES LOUNGES</p>	<p>VIP Lounge and Athletes` Lounge are located on Level 1. The participants can spend their free time from trainings and competitions at the Athletes` Lounge where they can enjoy themselves with some table games, Wi-Fi access & soft drinks.</p> <p>The delegation` seats are located on the Level 0.</p>																
<p>ORIENTATION MEETING</p>	<p>The Orientation Meeting & Welcome Reception will be held at MGA (Level 1, Lounge – Artistic) at 18:00 on April 13, 2023.</p> <p>Please note that attendance is compulsory for every delegation with</p>																

	<p>maximum 2 representatives, one being the Head of Delegation (or his/her representative).</p> <p>The participants will be able to ask their questions at the end of the meetings as usual.</p>
<p>FORMS</p>	<p>A responsible person from each delegation must submit the following forms to the Local Organizing Committee's Office/LOC representatives by the below mentioned deadlines:</p> <ul style="list-style-type: none"> • Change to the list of Gymnasts' names - if necessary, the form should be submitted to the FIG and LOC immediately, at the latest 24 hours before the competition start • Change to the list of Officials' names - if necessary, the form should be submitted to the FIG and OC immediately for the FIG approval
<p>JUDGES' MEETING & SCORING SYSTEM INSTRUCTIONS</p>	<p>Judges' meeting for RGI and RGG judges will be held at Judges' room at 17:00-18:00 on April 13.</p> <p>All judges (RGI and RGG) are requested to attend the <u>whole</u> meeting.</p> <p>All judges are required to take part in the judges' meetings, technical scoring system instructions in accordance with the schedule and location indicated in the present Work Plan.</p> <p>The drawing of lots of the Judges' Panels for the Qualification and Finals will be conducted by the FIG Technical Delegate.</p> <p>The LOC will provide the judges on duty on competition days with free lunch.</p>
<p>APPARATUS SUPPLIER</p>	<p>Manufacturer: SPIETH Gymnastics Competition floor title: Beijing Colour: Beige FIG certified Reference number: FIG 547</p> <p>Information about replacement apparatus is available on the FIG website. The changes of the Apparatus Norms for the Hand Apparatus valid for Apparatus Manufacturers and Gymnasts enter into force from 01 January 2019.</p> <p>The list of the RG Hand Apparatus with valid certificates is published on the FIG website and updated regularly. Make sure that your gymnasts use only FIG certified Hand Apparatus for this event, as they will not be allowed to compete with an Apparatus which does not comply with the norms.</p>
<p>SCORING</p>	<p>Scoring will be carried out by local SmartScoring brand. Video Control system will be provided.</p> <p>Competition results will be sent to the e-mail addresses of a responsible person of each delegation provided at the Accreditation & WhatsApp Group (mobile phone numbers of HoD will be collected for this purpose).</p>

<p>TRAINING</p>	<p>The training sessions will take place at the training & warm-up hall adjacent to the Field of Play. During the trainings at the training halls athletes will have to use their personal 3rd copy of CDs. The training schedules will be sent to the Federations concerned via email before the arrival of delegations and distributed at the accreditation on site.</p>
<p>COMPETITION FORMAT</p>	<p>Junior Individuals</p> <p>Qualifying competition with Team ranking</p> <ul style="list-style-type: none"> - each gymnast must perform at least one (1) routine - each NF has the right to choose the number of routines to be performed per its gymnast - each NF has the right to choose the apparatus to be performed per its gymnast - the minimum number of routines per gymnast is 1, the maximum is 4 routines - the maximum number of routines per NF is 4 in total, i.e. one (1) per apparatus <p>-The results of the 4 exercises will be added. The team with the highest score in total of 4 exercises will be awarded with the winner title.</p> <p>NF with only 1 gymnast cannot participate in the Team ranking.</p> <p>The participating federations can have more than one team in the competition, but only one team with the highest result will be taken into account while defining the prize-winners.</p> <p>Apparatus Finals</p> <p>The best eight (8) gymnasts of the Qualifications on each of the 4 apparatus of the programme will participate in the Individual Apparatus Finals, no matter if they participate with or without a Team. Only one gymnast per country can participate in the Apparatus Finals. Azerbaijan, as a host country, can participate with 2 gymnasts in the Apparatus Finals.</p> <p>Junior Groups (5 Ropes and/or 5 Balls)</p> <p>Qualifying competition with All-Around ranking</p> <ul style="list-style-type: none"> -Group competition (5-6 gymnasts) with 1 or 2 exercises. -The results of the 2 exercises will be added. The group with the highest result after the 2 exercises, is awarded with the winner title. <p>The participating federations can have more than one group in the competition, but only one group with the highest result will be taken into</p>

account while defining the prize-winners in the All-Around.

If NF's group executes only one exercise, she can take part in the Apparatus Final.

Apparatus Finals

The best 8 Groups are qualified for the Apparatus Finals. NF may participate with only 1 exercise in each final.

Senior Individuals (Hoop – Ball – Clubs – Ribbon)

Qualifying competition with Team (**2-3 gymnasts** per team) and All-Around ranking

The gymnasts present maximum **8 exercises (2 hoops, 2 balls, 2 clubs, 2 ribbons)**. A gymnast may participate in 1 – 4 exercises.

If a NF participates with only 1 gymnast, she must present 4 exercises.

NF with only 1 gymnast can participate in the qualifying competition and All-Around ranking but not in the Team ranking.

The result of 3 best scored exercises will be added to All-Around ranking.

In the All-Around ranking 2 gymnast per country can be awarded according to the result of qualifying competition.

The participating federations can have more than one team in the competition, but only one team with the highest result will be taken into account while defining the prize-winners.

Apparatus Finals

The best eight (8) gymnasts of the Qualifications on each of the 4 apparatus of the programme will participate in the Individual Apparatus Finals, no matter if they participate with or without a Team.

Only one gymnast per country can participate in the Apparatus Finals.

Azerbaijan, as a host country, can participate with 2 gymnasts in the Apparatus Finals.

Senior Groups (5 Hoops, 3 Ribbons & 2 Balls)

Group competition (5-6 gymnasts) with 2 different exercises, one executed with 1 apparatus, the other with 2 types of apparatus, according to the FIG program for the respective year.

The group with the highest score in the All-Around competition is awarded with the winner title.

	<p>The All-Around competition is also a qualifying competition for the Apparatus final.</p> <p>The participating federations can have more than one team in the competition, but only one team with the highest result will be taken into account while defining the prize-winners in the All-Around.</p> <p>Apparatus Finals</p> <p>The best 8 Groups are qualified for the Apparatus Finals. NF may participate with only 1 exercise in each final.</p> <p>Azerbaijan, as a host country, can participate with 2 groups in the Apparatus Finals.</p>
AGF TROPHY	<p>There will be held awarding of the AGF Trophy Cup to one individual gymnast and one group which have the highest execution result at the Qualification/All-Around during the event.</p>
CEREMONIES	<p>Opening Ceremony</p> <p>The Opening Ceremony will take place at MGA, at 12:00 on April 14, 2023. The participants are not required to take part in the Ceremony.</p> <p>Award Ceremonies</p> <p>The award ceremonies will be held as per the detailed competition schedule and carried out in accordance with the FIG Regulations for Award Ceremonies. Please ensure that your Federation's medalists are in time for the line-up prior to the ceremonies.</p> <p>The competitors requested to attend the award ceremonies will be as follows: Gymnasts / Groups ranked 1st to 3rd in the All-Around and on each apparatus / routine.</p> <p>Gymnasts will be required to wear the National track suit. In case of infractions, the respective Federation will receive only 50% of the prize money (as per Technical Regulations, section 1, Art. 9.3.3).</p> <p>The national flags of the countries represented by the best 3 gymnasts / groups will be hoisted and the national anthem of the country taken the 1st place (in individual program / group exercises) will be played. AGF Trophy will be presented by the LOC to the athlete & group who received the highest execution score during the Qualifications/All-Around.</p>
MEDICAL SERVICES	<p>The LOC will provide first aid medical services. Physiotherapists will be present during the competitions.</p>
COVID-19 MEASURES	<p>This international tournament will be organized according to the FIG Medical Guidelines for FIG Competitions and Events during the COVID-19 pandemic and additional measures agreed between the FIG and LOC. 1) All the participating delegations are recommended to reserve rooms at official</p>

	<p>hotels through the LOC and use the transport means provided by the LOC, which is very important nowadays.</p> <ul style="list-style-type: none"> • In case of symptoms and positive COVID-19 PCR test results, the relevant protocols will be followed (see Appendix 2). • On the way back home after the competitions, the participants will leave Azerbaijan according to the COVID-19 rules and requirements of the country where they travel. It is the responsibility of the participating Federations to inform the LOC via e-mail if they need to undergo COVID-19 PCR test when they travel back home (if they have not done it yet). In case COVID-19 quick (antigen) test is required in the way back home instead of PCR, it should be communicated to the LOC via email immediately. The LOC will arrange the COVID-19 quick tests and COVID-19 PCR tests before their departure according to the delegations' request. The delegations concerned will be informed about their testing day. Quick testing (25 EUR) or PCR (55 EUR) testing procedure will be executed at delegation's hotels or venue (depending of the competition schedule or time of departure). The costs for these tests shall be covered by the participating Federations. • Additional tests will be repeated if the individual subsequently has had a contact with someone with documented COVID-19 infection or develops signs or symptoms of COVID-19 infection. The costs of any additional tests will be covered by the participating delegations. The number of additional tests could be changed depending on current situation on site and on the basis of decisions of LOC / FIG Officials on charge. • Participants having signs or symptoms of COVID-19 during the event especially when they are at the hotel, should immediately contact the Head of Delegation and event medical team to arrange the evaluation. Please see Appendix 2 (AGF Medical COVID-19 Incident Response Protocols) for detailed procedures. • The costs for tests and all the subsequent payments connected with the COVID-19 disease and measures can be made by the participating Federations in cash or via bank transfer. • Due to the preventive measures connected with COVID-19, the passengers shall come to the airport 4 hours prior to the departure. The LOC will inform the participants about the time leaving the official hotel accordingly.
<p>MEDIA COVERAGE</p>	<p>Local media representatives covering the events will be accredited according to the FIG Media Rules.</p> <p>Athletes who have been requested for an interview by the accredited media will be accompanied to an interview room, where the interviews will be held</p>

	<p>remotely online.</p> <p>While there is no obligation for a gymnast to agree to the interview requests, cooperation with the press is most appreciated.</p> <p><u>Social media</u></p> <p>https://www.facebook.com/azegymnastics https://www.youtube.com/c/AzerbaijanGymnasticsFederation/featured https://twitter.com/azegymnastics https://www.instagram.com/azegymnastics/ https://www.tiktok.com/@azerbaijanguymnastics?lang=ru-RU https://t.me/azegymnastics</p>
<p>OTHER INFORMATION</p>	<p>Currency</p> <p>The currency in Baku is Azerbaijani Manat (AZN). For more information, please, visit: http://www.cbar.az/</p> <p>Power Supply</p> <p>Voltage 220-240V</p> <p>Temperature</p> <p>Average minimum: 10 °C Average maximum: 18° C</p> <p>GMT +4</p>
<p>Appendices</p>	<p>Appendix 1 – Layouts Appendix 2 – AGF Medical COVID-19 Incident Response Protocols Appendix 3 – Detailed training and competition schedules (to be sent later)</p>

With Best Wishes,




Nurlana Mammadzada
LOC Executive Director