

**FIG ARTISTIC GYMNASTICS  
INDIVIDUAL APPARATUS WORLD CUP  
AGF TROPHY  
March 12-15, 2020**



# WORK PLAN

**BAKU, AZERBAIJAN  
February 19, 2020**

**FIG ARTISTIC GYMNASTICS INDIVIDUAL APPARATUS WORLD CUP, AGF TROPHY  
BAKU (AZERBAIJAN)  
March 12-15, 2020**

Dear Friends,

In 2 weeks, we will meet you here in Baku for the World Cup series in Artistic Gymnastics to be held on March 12-15. We know how this event is important for the gymnasts who still have a chance to qualify for the Tokyo 2020 Games.

In this Work Plan, you will find some information which is important for you to know for smooth running of competitions.

Looking forward to meet you here in Baku!

With best regards,  
LOC

**GENERAL  
INFORMATION**

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<b>COMPETITION VENUE</b>	<p><b>MGA – Milli Gimnastika Arenasi (National Gymnastics Arena)</b> 178 Heydar Aliyev Avenue AZ1029 Baku, Azerbaijan</p> <p>Tel: +99412 566 9699 Email: <a href="mailto:info@mga.az">info@mga.az</a> Website: <a href="http://www.mga.az">www.mga.az</a></p> <p>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 favorite training camp venue of many gymnasts all over the world. Training and Warm-up facilities will be located within the MGA.</p>
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**PROVISIONAL SCHEDULE**

**March 10 - Tuesday**

All day	Arrival of delegations No official training is scheduled for this day. The delegations may request training ( <a href="mailto:administration@agf.az">administration@agf.az</a> ) for this day which will be chargeable.
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**March 11 - Wednesday**

08:00-15:30	WAG Free Training	MGA (Training & Warm-up Hall)
08:00-15:00	MAG Podium Training per schedule	MGA (FoP, -2)
10:00-11:30	MAG Judges' Instruction & Draw	MGA (Judges' Room 1, -2)
11:30-12:00	Scoring system training for MAG Judges	MGA (FoP, -2)
13:00-14:30	WAG Judges' Instruction & Draw	MGA (Judges' Room 2, -2)
14:30-15:00	Scoring system training for WAG Judges	MGA (FoP, -2)
15:30-21:20	MAG Free Training	MGA (Training & Warm-up Hall, -2)
15:00-16:00	Orientation meeting	MGA (Artistic Lounge, Level 1)
16:00-21:20	WAG Podium Training per schedule	MGA (FoP, -2)

**March 12 - Thursday**

08:30-18:30	Free training - MAG & WAG	MGA (Training & Warm-up Hall, -2)
08:30-10:30	Free podium training - MAG & WAG	MGA (FoP, -2)
11:00-12:00	MAG & WAG Judges' Meeting	MGA (Judges' Room, -2)

*Qualification, Day 1*

12:00-12:30	Rotation 1	MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (6) / Uneven Bars (6)	MGA (FoP, -2)
12:30-13:00	Rotation 2	MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (6) / Uneven Bars (6)	MGA (FoP, -2)
13:00-13:30	Rotation 3	MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5) / Uneven Bars (6)	MGA (FoP, -2)
13:30-14:00	Rotation 4	MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5) / Uneven Bars (6)	MGA (FoP, -2)
14:00-14:30	Rotation 5	MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5) / Uneven Bars (6)	MGA (FoP, -2)

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14:30-15:30	Break	
15:30-16:00	Rotation 6	MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5) / Uneven Bars (6) MGA (FoP, -2)
16:00-16:30	Rotation 7	MAG: Floor (6) / Parallel Bars (5) / Rings (6) WAG: Vault (5) MGA (FoP, -2)
16:30-17:00	Rotation 8	MAG: Floor (5) / Parallel Bars (5) / Rings (5) MGA (FoP, -2)
17:00-17:30	Rotation 9	MAG: Floor (5) / Parallel Bars (5) / Rings (5) MGA (FoP, -2)
17:30-18:00	Rotation 10	MAG: Floor (5) / Parallel Bars (5) MGA (FoP, -2)
18:00-18:30	Rotation 11	MAG: Floor (5) MGA (FoP, -2)
<b>March 13 - Friday</b>		
08:30-17:30	Free training - MAG & WAG	MGA (Training & Warm-up Hall, -2)
08:30-10:30	Free podium training - MAG & WAG	MGA (FoP, -2)
11:00-12:00	MAG & WAG Judges' Meeting	MGA (Judges' Room, -2)
<i>Qualification, Day 2</i>		
12:00-12:30	Rotation 1	MAG: Vault (6) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (6) / Floor (6) MGA (FoP, -2)
12:30-13:00	Rotation 2	MAG: Vault (6) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (6) / Floor (6) MGA (FoP, -2)
13:00-13:30	Rotation 3	MAG: Vault (6) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (6) / Floor (6) MGA (FoP, -2)
13:30-14:00	Rotation 4	MAG: Vault (6) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (6) / Floor (6) MGA (FoP, -2)
14:00-15:00	Break	
15:00-15:30	Rotation 5	MAG: Vault (6) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (5) / Floor (6) MGA (FoP, -2)
15:30-16:00	Rotation 6	MAG: Vault (5) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (5) / Floor (5) MGA (FoP, -2)
16:00-16:30	Rotation 7	MAG: Vault (5) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (5) / Floor (5) MGA (FoP, -2)
16:30-17:00	Rotation 8	MAG: Vault (5) / Pommel Horse (6) / Horizontal Bar (6) WAG: Balance Beam (5) MGA (FoP, -2)
17:00-17:30	Rotation 9	MAG: Vault (5) / Pommel Horse (5) / Horizontal Bar (6) WAG: Balance Beam (5) MGA (FoP, -2)
17:30-18:00	Rotation 10	MAG: Vault (5) / Pommel Horse (5) MGA (FoP, -2)
18:00-18:30	Rotation 11	MAG: Pommel Horse (5) MGA (FoP, -2)
<b>March 14 - Saturday</b>		
09:00-14:00	Free training - MAG & WAG	MGA (Training & Warm-up Hall, -2)
09:00-10:30	Free podium training - MAG (Floor, Parallel Bars, Rings) Free podium training - WAG (Vault, Uneven Bars)	MGA (FoP, -2)
11:00-12:00	MAG & WAG Judges' Meeting and Draw	MGA (Judges' Room, -2)
<i>Apparatus Finals</i>		
12:00-12:35	MAG: Floor	MGA (FoP, -2)
12:35-13:10	MAG: Parallel Bar / WAG: Vault	MGA (FoP, -2)
13:10-13:45	MAG: Rings / WAG: Uneven Bars	MGA (FoP, -2)
13:45-14:05	Award Ceremony (+ AGF Trophy)	MGA (FoP, -2)
14:30-16:30	City Sightseeing Tour (departure from MGA, arrival to official hotel)	

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<b>March 15 - Sunday</b>		
09:00-15:30	Free training – MAG & WAG	MGA (Training & Warm-up Hall, -2)
09:00-10:30	Free podium training - MAG (Vault, Pommel Horse, Horizontal Bar) Free podium training - WAG (Balance Beam, Floor)	MGA (FoP, -2)
11.00-12.00	MAG & WAG Judges' Meeting & Draw	MGA (Judges' Room, -2)
<i>Apparatus Finals</i>		
12:00-12:40	MAG: Vault / WAG: Balance Beam	MGA (FoP, -2)
12:40-13:15	MAG: Pommel Horse / WAG: Floor	MGA (FoP, -2)
13:15-13:45	MAG: Horizontal Bar	MGA (FoP, -2)
13:45-14:05	Award Ceremony	
14:30-16:30	City Sightseeing Tour (departure from MGA, arrival to official hotels)	
19:00-01:00	Farewell Banquet	Tbc.
<b>March 16 - Monday</b>		
All day	Departure of delegations	

<b>ARRIVAL INFORMATION</b>	<p>Official delegation 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.</p>
<b>ACCREDITATION</b>	<p>Accreditation Center is located within the competition venue - Milli Gimnastika Arenasi (MGA, National Gymnastics Arena). There is no 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"> <li>• The passport of gymnasts and judges including all members of the delegations</li> <li>• License</li> <li>• Transport – Departure details</li> <li>• Settlement of all outstanding payments</li> <li>• The medical insurance for the members of the delegations</li> <li>• Bib numbers</li> <li>• WAG - 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</li> <li>• National anthem and national flag</li> <li>• Distribution of log-in details to the Heads of Delegations to access mobile APP</li> <li>• Questionnaires for athletes</li> <li>• Possible submission of other forms</li> <li>• Submission of e-mail address and WhatsApp number of one responsible person</li> </ul>

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<p><b>TRANSPORT</b></p>	<p>Shuttle buses schedule (to the Competition Venue &amp; back) will be provided to the delegations at the accreditation center reserved their accommodation through the LOC. In addition, transport will be available for the participants to get to the place of the farewell banquet provided that they reserved their accommodation through the LOC.</p>
<p><b>HOTELS</b></p>	<p><b>Landmark Hotel**** - FIG Official Hotel</b> Address: 90A Nizami str., Baku 1010 Tel.: +99412 465 20 00 Website: <a href="http://www.thelandmarkhotel.az">http://www.thelandmarkhotel.az</a></p> <p><u>Distances</u> Airport: 24.8 km - approx. 23 min. (by car) To competition venue: 8.9 km - approx. 13 min. (by car)</p> <p><b>Boulevard Hotel****</b> Address: Baku White City Baku, Azerbaijan Tel.: +99412 310 00 10 Fax.: +99412 310 00 11 Website: <a href="http://www.boulevardhotelbaku.com">www.boulevardhotelbaku.com</a></p> <p>The Hotel is located close to the city center <u>Distances</u> Airport – 25.8 km (29 min. drive) Training/competition venue – 10km (10min. drive)</p> <p><b>Park Inn By Radisson Baku Hotel****</b> Address: Azadliq Avenue 1, AZ1000, Baku, Azerbaijan Tel.: +994 12 490 6000 Fax: +994 12 496 8900 Website: <a href="http://www.rezidorparkinn.com/">http://www.rezidorparkinn.com/</a> The Hotel is located close to the city center</p> <p><u>Distances</u> Airport – 25.5 km (27 min. drive) Training/competition venue – 12.5 km (19min. drive)</p> <p><b>Emerald Hotel****</b> Address: 4 Mehdi Abbasov str., Baku, Azerbaijan Tel.: +99412 520 44 41, +99412 520 41 44 Website: <a href="http://www.emeraldbaku.com">www.emeraldbaku.com</a></p> <p>The Hotel is located near MGA (competition venue) <u>Distances</u> Airport – 15km (15 min. drive) Training/competition venue – 2km (5 min. drive)</p> <p><b>Note:</b> Breakfast is included into the accommodation reservation. Wi-Fi is available at the above-mentioned hotels.</p>

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<p><b>MEALS</b></p>	<p>The delegations, who reserved meals for its members, will get meal coupons at the Accreditation Centre. <b><i>Meal schedule for the delegations booked meals at hotels/MGA (breakfast is included into the accommodation reservation) is as follows:</i></b></p> <table border="1" data-bbox="485 595 1453 866"> <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>Boulevard Hotel</td> <td>06:00-10:00</td> <td>13:00-16:00</td> <td>19:00-22:00</td> </tr> <tr> <td>Park Inn Hotel</td> <td>06:00-10:00</td> <td>13:00-16:00</td> <td>19:00-22:00</td> </tr> <tr> <td>Emerald Hotel</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><b>Note: The dinner will be served until 23:00 on March 11, due to late end of WAG Podium Training.</b></p>	<i>Location</i>	<i>Breakfast</i>	<i>Lunch</i>	<i>Dinner</i>	Boulevard Hotel	06:00-10:00	13:00-16:00	19:00-22:00	Park Inn Hotel	06:00-10:00	13:00-16:00	19:00-22:00	Emerald Hotel	06:00-10:00	13:00-16:00	19:00-22:00	MGA	N/A	13:00-16:00	N/A
<i>Location</i>	<i>Breakfast</i>	<i>Lunch</i>	<i>Dinner</i>																		
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MGA	N/A	13:00-16:00	N/A																		
<p><b>INFORMATION DISTRIBUTION</b></p>	<p>All the information including competition schedules / start list will be distributed during the Accreditation.</p> <p>The further possible changes / revised information and results of competitions will be sent via email (to the email addresses provided at the accreditation by the Head of Delegation) and WhatsApp (to the phone number provided at the Accreditation by the Head of Delegation), posted on the FIG official website &amp; AGF Mobile App.</p> <p>If the delegations have any questions, they can come to the LOC/Accreditation room with their queries and will be assisted by the LOC members.</p> <p>Information Desks will be available at the official hotels.</p>																				
<p><b>VIP LOUNGES &amp; ATHLETES LOUNGES</b></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 &amp; soft drinks.</p> <p>The delegations' seats are located on the Level 0.</p>																				
<p><b>ORIENTATION MEETING</b></p>	<p>The Orientation Meeting will take place at MGA (Level 1, Lounge – Artistic) at 15:00 on March 11. Responsible people (max. 2 per Federation) must attend the meeting.</p>																				

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<p><b>FORMS</b></p>	<p>A responsible person from each delegation must submit the following forms to the Organizing Committee's Office/OC representatives by the below mentioned deadlines:</p> <ul style="list-style-type: none"> <li>• <b>New Elements</b> – at the Orientation Meeting at the latest.</li> <li>• <b>Request to Change Apparatus Measurements</b> – at the Orientation Meeting at the latest.</li> <li>• <b>Vault Number</b> – 60 min. prior to the start of the competition to the LOC Office at the latest.</li> <li>• <b>Change of Start List</b> - to the OC Office, 24 hours before the competition start at the latest</li> <li>• <b>Request for Accreditation Changes</b> – if necessary, the form should be submitted to the FIG and OC immediately for the FIG approval</li> <li>• <b>Gymnast's Withdrawal from Apparatus Finals</b> - at the very latest, 24 hours prior to the start of MAG and WAG Apparatus Final to the LOC Office.</li> <li>• <b>WAG Music Check Form</b> – at the Podium Training.</li> <li>• <b>Request to Remove BIB no. on FLOOR</b> - at the Orientation Meeting at the latest.</li> <li>• <b>Questionnaire for athletes</b> – at the Accreditation</li> </ul>
<p><b>JUDGES' MEETING &amp; SCORING SYSTEM INSTRUCTIONS</b></p>	<p><b>Men's Artistic Gymnastics</b></p> <p>The Judges' Instruction and Draw will be held at the Judges' Room (Level "-2") at 10:00–11:30 on March 11.</p> <p>Technical Scoring System Instruction for MAG judges will be held at 11:30 on March 11, immediately after the completion of Judges' Meeting.</p> <p><b>Women's Artistic Gymnastics</b></p> <p>The Judges' Instruction and Draw will be held at the Judges' Room (Level "-2") at 14:30–15:00 on March 11.</p> <p>Technical Scoring System Instruction for WAG judges will be held at 15:00 on March 11, immediately after the completion of Judges' Meeting.</p> <p>The judges must respect the dress code mentioned in the Code of Points.</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 Technical Delegates both for Men's and Women's Artistic Gymnastics as scheduled (see Daily Schedule above).</p>
<p><b>SCORING</b></p>	<p>Scoring will be carried out by local SmartScoring brand. Video Control system will be provided.</p> <p>Competition results will be available at Information Desks and will be sent to the e-mail addresses of a responsible person of each delegation provided at the Accreditation.</p>
<p><b>TRAINING</b></p>	<p>The training sessions will take place at the training &amp; warm-up hall adjacent to the Field of Play.</p>



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	<p>The podium training per schedule for Men's Artistic Gymnasts will be held in the first half of the day (08:00-15:00) followed by podium trainings per schedule for Women's Artistic Gymnasts in the second half of the day (16:00-21:20) on March 11.</p> <p>There will be held podium trainings for MAG &amp; WAG finalists from 09:00 to 10:30 on the days of finals (March 14 &amp; 15).</p>
<b>COMPETITION FORMAT</b>	<p>The Individual Apparatus World Cup competitions consist of: Qualifications and Apparatus Finals</p> <p><u>Qualifications:</u></p> <ul style="list-style-type: none"> <li>▪ Participation is limited to 2 gymnasts per NF on each apparatus.</li> <li>▪ FIG Competition III rules will be applied for vault.</li> <li>▪ In case of a tie at any place, the tie-breaking rules as outlined up for the Olympic Games (TR sec 2) shall be applied. Nevertheless, the gymnasts not qualified for the Finals and with the same final score will receive the same World Cup Points.</li> </ul> <p><u>Finals:</u></p> <ul style="list-style-type: none"> <li>▪ The best eight gymnasts per apparatus from the qualifications qualify for the Finals</li> <li>▪ Participation is limited to 2 gymnasts per NF and each apparatus.</li> <li>▪ FIG Competition III rules will be applied for vault.</li> </ul>
<b>APPARATUS FINAL</b>	<p>Gymnasts qualified for the Finals have to take their place in Apparatus Final unless they withdraw their place by using appropriate form attached.</p>
<b>AGF TROPHY</b>	<p>There will be held awarding of the AGF Trophy Cup to one man and one woman gymnast who have the highest execution result shown at the Qualifications provided that athlete has performed min. at 3 Apparatus at MAG events and 2 apparatus at WAG competitions.</p>
<b>AWARD CEREMONIES</b>	<p><b>Award Ceremonies</b></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 ranked 1<sup>st</sup> to 3<sup>rd</sup> on each apparatus.</p> <p>Gymnasts will be required to wear the National track suit according to the FIG Rules. The national flags of the countries represented by the best 3 gymnasts will be hoisted and the national anthem of the country taken the 1<sup>st</sup> place will be played.</p>
<b>PRIZE MONEY</b>	<p>The organizing committee will transfer the Prize Money to the bank account of the countries' concerned in accordance with Article 10 of the Rules for the FIG Artistic Gymnastics Individual Apparatus World Cup after the competitions.</p>
<b>MEDICAL SERVICES &amp; DOPING CONTROLS</b>	<p>The LOC will provide first aid medical services. Physiotherapists will be present during the competitions.</p> <p>The Organizing Member Federation will provide at its own charge of 4 doping controls for Trampoline and 2 for Tumbling.</p> <p>Appropriate medical premises will be provided to carry out above mentioned number of doping controls by AMADA (National Anti-Doping Agency).</p>
<b>TV &amp; MEDIA</b>	<p>Host Broadcaster is AzTV Idman (Sports Channel of Azerbaijan Television and Radio Broadcasting Closed Joint-Stock Company).</p>

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<p><b>COVERAGE</b></p>	<p>Local media representatives covering the events will be accredited according to the FIG Media Rules. <u>Social media</u> Event's mini-site: <a href="https://agf.az/en/competitions/information/206">https://agf.az/en/competitions/information/206</a> Facebook: <a href="https://www.facebook.com/events/164018268214204/">https://www.facebook.com/events/164018268214204/</a> Instagram: <a href="https://www.instagram.com/agf.az/">https://www.instagram.com/agf.az/</a> Twitter: <a href="https://twitter.com/AzerbaijanGym">https://twitter.com/AzerbaijanGym</a> YouTube: <a href="https://www.youtube.com/channel/UCI8-Mfc5w5pchi33D2aWmxA">https://www.youtube.com/channel/UCI8-Mfc5w5pchi33D2aWmxA</a></p>
<p><b>OTHER INFORMATION</b></p>	<p><b>Currency:</b> The currency in Baku is Azerbaijani Manat (AZN). For more information, please, visit: <a href="http://www.cbar.az/">http://www.cbar.az/</a></p> <p><b>GMT:</b> UTC + 4h</p> <p><b>Temperature:</b> Average minimum: 7 °C Average maximum: 14 °C</p> <p><b>Power Supply:</b> Voltage 220 volts; frequency 50 Hz. An adapter might be needed.</p> 
<p><b>Appendices</b></p>	<p><b>Appendix 1 - New elements</b> <b>Appendix 2 - Request to Change Apparatus Measurements</b> <b>Appendix 3 - Vault Number</b> <b>Appendix 4 - Change of Start List</b> <b>Appendix 5 - Request for Accreditation Changes</b> <b>Appendix 6 - Gymnast's Withdrawal from Apparatus Final</b> <b>Appendix 7 - Request to Remove BIB no. on FLOOR</b> <b>Appendix 8 - Questionnaire</b> <b>Appendix 9 - MAG Podium Training</b> <b>Appendix 10 - WAG Podium Training</b> <b>Appendix 11 - Layouts</b></p>

With Best Wishes,



Nurlana Mammadzada  
LOC Executive Director