

**FIG ARTISTIC GYMNASTICS  
INDIVIDUAL APPARATUS WORLD CUP  
AGF TROPHY  
March 14-17, 2019**

**İDMAN 14-17 MART**  
**GİMNASTİKASI**  
üzrə **DÜNYA KUBOKU**  
**AGF TROPHY 2019**

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# WORK PLAN

**BAKU, AZERBAIJAN**  
February 20, 2019

Dear Friends,

Azerbaijan Gymnastics Federation is honored to host the Artistic Gymnastics World Cup in Baku in 2019 as well. We do realize the significance of these events qualifying for Tokyo 2020 and are trying to create the most favorable conditions for the athletes.

The information contained in this Work Plan will also facilitate the smooth running of all pre-competition procedures and event itself.

Thank you for spending you time to look through this document and see you soon!

**GENERAL  
INFORMATION**

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<b>COMPETITION VENUE</b>	<b>MGA – Milli Gimnastika Arenasi (National Gymnastics Arena)</b> 178 Heydar Aliyev Avenue AZ1029 Baku, Azerbaijan  Tel.: +99412 566 9699 Email: info@mga.az Website: <a href="http://www.mga.az">www.mga.az</a>	
	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.	

### PROVISIONAL SCHEDULE

#### March 12 - Tuesday

All day	Arrival of delegations	
14:00-22:00	Free - training - MAG & WAG	MGA (Training & Warm-up Hall, -2)

#### March 13 - Wednesday

08:00-15:30	<b>WAG</b> Free Training	MGA (Training & Warm-up Hall)
08:00-10:00	<b>MAG</b> Judges' Instruction & Draw	MGA (Judges' Room 1, -2)
10:00-10:30	Scoring system training for <b>MAG</b> Judges	MGA (FoP, -2)
09:00-15:30	<b>MAG</b> Podium Training per schedule	MGA (FoP, -2)
13:00-15:00	<b>WAG</b> Judges' Instruction & Draw	MGA (Judges' Room 2, -2)
15:00-15:30	Scoring system training for <b>WAG</b> Judges	MGA (FoP, -2)
15:30-20:30	<b>MAG</b> Free Training	MGA (Training & Warm-up Hall, -2)
15:30-16:30	<b>Orientation meeting</b>	MGA (Artistic Lounge, Level 1)
16:30-20:30	<b>WAG</b> Podium Training per schedule	MGA (FoP, -2)

#### March 14 - Thursday

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

#### *Qualification, Day 1*

12:00-12:15	Opening Ceremony	MGA (FoP, -2)
12:15-12:45	Rotation 1 MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5) / Uneven Bars (6)	MGA (FoP, -2)
12:45-13:15	Rotation 2 MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5) / Uneven Bars (6)	MGA (FoP, -2)
13:15-13:45	Rotation 3 MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5) / Uneven Bars (6)	MGA (FoP, -2)
13:45-14:15	Rotation 4 MAG: Floor (6) / Parallel Bars (6) / Rings (6)	MGA (FoP, -2)

		WAG: Vault (5) / Uneven Bars (6)	
14:15-14:45	Rotation 5	MAG: Floor (6) / Parallel Bars (6) / Rings (6) WAG: Vault (5)	MGA (FoP, -2)
14:45-15:45	Break		
15:45-16:15	Rotation 6	MAG: Floor (6) / Parallel Bars (6) / Rings (6)	MGA (FoP, -2)
16:15-16:45	Rotation 7	MAG: Floor (6) / Parallel Bars (6) / Rings (6)	MGA (FoP, -2)
16:45-17:15	Rotation 8	MAG: Floor (6) / Parallel Bars (6) / Rings (5)	MGA (FoP, -2)
17:15-17:45	Rotation 9	MAG: Floor (6) / Parallel Bars (5) / Rings (5)	MGA (FoP, -2)
17:45-18:15	Rotation 10	MAG: Floor (6)	MGA (FoP, -2)
<b>March 15 - Friday</b>			
08:30-17:30	Free training - MAG & WAG		MGA (Training & Warm-up Hall, -2)
08:30-10:30	Free 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 (5) / Floor (5)	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 (5)	MGA (FoP, -2)
15:30-16:00	Rotation 6	MAG: Vault (6) / Pommel Horse (6) / Horizontal Bar (5) WAG: Balance Beam (5) / Floor (5)	MGA (FoP, -2)
16:00-16:30	Rotation 7	MAG: Vault (5) / Pommel Horse (6) / Horizontal Bar (5)	MGA (FoP, -2)
16:30-17:00	Rotation 8	MAG: Vault (5) / Pommel Horse (5) / Horizontal Bar (5)	MGA (FoP, -2)
17:00-17:30	Rotation 9	MAG: Vault (5) / Pommel Horse (5) / Horizontal Bar (5)	MGA (FoP, -2)
17:35	Award ceremony AGF TROPHY		MGA (FoP, -2)
<b>March 16 - Saturday</b>			
09:00-14:00	Free training – MAG & WAG		MGA (Training & Warm-up Hall, -2)
09:00-10:30	Free training - MAG (Floor, Parallel Bars, Rings) Free 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	<b>MAG:</b> Floor		MGA (FoP, -2)
12:35-13:20	<b>MAG:</b> Parallel Bar / <b>WAG:</b> Vault		MGA (FoP, -2)
13:20-14:05	<b>MAG:</b> Rings / <b>WAG:</b> Uneven Bars		MGA (FoP, -2)
14:05-14:25	Award Ceremony (+ AGF Trophy)		MGA (FoP, -2)

15:00-17:00	City Sightseeing Tour (departure from MGA, arrival to official hotel)	
<b>March 17 - Sunday</b>		
09:00-15:30	Free training – MAG & WAG	MGA (Training & Warm-up Hall, -2)
09:00-10:30	Free training - MAG (Vault, Pommel Horse, Horizontal Bar) Free 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>		
12:00-12:45	<b>MAG:</b> Vault / <b>WAG:</b> Balance Beam	MGA (FoP, -2)
12:45-13:30	<b>MAG:</b> Pommel Horse / <b>WAG:</b> Floor	MGA (FoP, -2)
13:30-14:00	<b>MAG:</b> Horizontal Bar	MGA (FoP, -2)
14:00-14:15	Award Ceremony	MGA (FoP, -2)
14:30-16:30	City Sightseeing Tour (departure from MGA, arrival to official hotels)	
<b>March 18 - Monday</b>		
All day	Departure of delegations	
<b>ARRIVAL INFORMATION</b>	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. Each delegation will be accompanied by a dedicated volunteer in the course of stay in Baku. The volunteers will inform the delegations of the time fixed for their accreditation upon arrival.	
<b>ACCREDITATION</b>	<p>Accreditation Center / LOC room is located within the competition venue - Milli Gimnastika Arenası (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>• 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 keys/access cards to get information from mailboxes</li> <li>• Questionnaires for athletes</li> <li>• Possible submission of other forms</li> <li>• Submission of e-mail address of one responsible person</li> </ul>	

<b>TRANSPORT</b>	Shuttle buses schedule (to the Competition Venue & back) will be provided to the delegations reserved their accommodation through the LOC at the accreditation center / LOC room. 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.								
<b>SIGHTSEEING TOUR</b>	Delegations' members, wishing to join sightseeing arranged by the Organizing Committee from 15:00 to 17:00 on March 16, and from 14:30 to 16:30 on March 17, will be provided with transportation from the MGA.								
<b>HOTELS</b>	<p><b>Boulevard Hotel**** (Official 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</p> <p><u>Distances</u>  Airport – 25km (25 min. drive)  Training/competition venue – 10km (10min. drive)</p> <p><b>Intourist Hotel****</b>  Address: Mikail Useynov Avenue 51  AZ1003, Baku, Azerbaijan  Tel.: +99412 310 3310  Fax: +99412 310 3323  Website: <a href="http://www.intouristhotelbaku.com">www.intouristhotelbaku.com</a></p> <p><u>Distances</u>  Airport – 27.95km (45 min. drive)  Training/competition venue – 12km (30 min. 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)</p> <p><u>Distances</u>  Airport – 15km (15 min. drive)  Training/competition venue – 2km (5 min. drive)</p>								
<b>MEALS</b>	<p>The delegations, who reserved meals for its members, will get meal coupons at the Accreditation Centre.</p> <p><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 2027 1453 2134"> <thead> <tr> <th>Location</th> <th>Breakfast</th> <th>Lunch</th> <th>Dinner</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> </tbody> </table>	Location	Breakfast	Lunch	Dinner	Boulevard hotel	06:00-10:00	13:00-16:00	19:00-22:00
Location	Breakfast	Lunch	Dinner						
Boulevard hotel	06:00-10:00	13:00-16:00	19:00-22:00						

<b>MEALS</b>	Emerald Hotel	06:00-10:00	13:00-16:00	19:00-22:00
	Intourist Hotel	06:00-10:00	13:00-16:00	19:00-22:00
	MGA	N/A	13:00-16:00	N/A
<b>MAILBOXES &amp; INFORMATION DESKS</b>	<p>Mailboxes will be set up at the competition venue where the delegations' members can find all necessary information. The keys/access cards for mailboxes to be distributed to one responsible representative of each delegation.</p> <p>The Main Information Desk will operate at the MGA competition venue. Information Desks will also be available at the official hotels.</p> <p>A responsible person from each delegation will also get information sent to his/her e-mail provided that the e-mail address is submitted at the Accreditation.</p>			
<b>VIP LOUNGES &amp; ATHLETES LOUNGES</b>	<p>VIP Lounge (starts its operation on March 14) and Athletes' Lounge (starts its operation on March 13) 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>Delegations' seats are located on Level 0.</p>			
<b>ORIENTATION MEETING</b>	<p>The Orientation Meeting will take place at MGA (Level 1, Lounge – Artistic) at 15:30 on March 13. Responsible people (max. 2 per Federation) must attend the meeting.</p>			
<b>FORMS</b>	<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"> <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>			
<b>JUDGES' MEETING &amp; SCORING SYSTEM INSTRUCTIONS</b>	<p><b>Men's Artistic Gymnastics</b></p> <p>The Judges' Meeting and Instruction will be held at the Judges' Room (Level “-2”) at 08:00 – 10:00 on March 13.</p> <p>Technical Scoring System Instruction for MAG judges will be held at 10:00 on March 13, immediately after the completion of Judges' Meeting.</p>			

<b>JUDGES' MEETING &amp; SCORING SYSTEM INSTRUCTIONS</b>	<p><b>Women's Artistic Gymnastics</b></p> <p>The Judges' Meeting and Instruction will be held at the Judges' Room (Level "-2") at 13:00 – 15:00 on March 13.</p> <p>Technical Scoring System Instruction for WAG judges will be held at 15:00 on March 13, immediately after the completion of Judges' Meeting.</p> <p>The judges must respect the dress code mentioned in the Code of Points. 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>
<b>SCORING</b>	<p>Scoring will be carried out by SmartScoring. 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>
<b>TRAINING</b>	<p>The training sessions will take place at the training &amp; warm-up hall adjacent to the Field of Play.</p> <p>The podium training per schedule for Men's Artistic Gymnasts will be held in the first half of the day (09:00-15:30) followed by podium trainings per schedule for Women's Artistic Gymnasts in the second half of the day (16:30-20:30) on March 13.</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 16 &amp; 17).</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>CEREMONIES</b>	<p><b>Opening Ceremony</b></p> <p>The Opening Ceremony will take place at MGA, at 12:00 on March 14. The participants are not required to take part in the Ceremony.</p> <p><b>Award Ceremonies</b></p>



<p><b>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 correct competition attire. 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>
<p><b>PRIZE MONEY</b></p>	<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>
<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>Power Supply</b> Voltage 220-240V</p> <p><b>Temperature</b> Average minimum: 7 °C Average maximum: 16 °C</p> <p><b>GMT +4</b></p> <p><b>City Sightseeing</b></p> <p><b>The Old City</b> – travel into the ancient times not leaving the city centre. The impression of ancient cultural roots, the way of life of ancient Azerbaijani people, carpets dating many centuries back will stick in the memories for a long time. Thrilled by the height of Giz Galasi (Maiden Tower) and of the whole city view of modernity, you will realize that Baku is the unique place where antiquity welcomes contemporary way of life.</p> <p><b>The National Flag square</b> covering 60 hectares area and featuring the state symbols of Azerbaijan, coat of arms and the anthem and a map of the country.</p> <p><b>Baku Boulevard</b> to breath fresh sea air and admire the pure nature.</p> <p><b>The Museum of Modern Art</b>, which is of great interest of foreigners visiting the city and etc.</p> <p>Daytime Baku attracts with fashionable malls &amp; boutiques. Those who love shopping can spend hours there to please themselves.</p> <p>Unique, delicious national cuisine can be tested at the restaurants widely opening their doors to its visitors. Those found of Spanish, Italian, Mexican, Chinese and Japanese food will not be forgotten. Hospitable Baku is the place to please any taste and whims.</p> <p>For more information's, please, visit: <a href="http://azerbaijan.travel/en">http://azerbaijan.travel/en</a> - Azerbaijan's official tourism web page</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></p>

	<b>Appendix 7 - Request to Remove BIB no. on FLOOR</b> <b>Appendix 8 - Questionnaire</b> <b>Appendix 9 - MAG Podium Training Schedule</b> <b>Appendix 10 – WAG Podium Training Schedule</b> <b>Appendix 11 - Layout</b>
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With Best Wishes,



Nurlana Mammadzada  
LOC Executive Director