



14th PLOVDIV CUP AEROBICS OPEN
Plovdiv (BUL)
FIG event ID 17440 – Seniors and Junior
International Event – AG and ND
6th – 8th of October 2023



WORKPLAN

20th of September 2023

DEAR FRIENDS,

We're very happy to Welcome the participating Federations at the 14th Plovdiv Cup Aerobics Open 2023 – an International Aerobic Gymnastics Competition that will be held in the period of 5th to 9th of October 2023 in Plovdiv, Bulgaria and provide you with all information concerning the participation at the above mentioned event.

1. PARTICIPATING NATIONS

AUSTRALIA / AUSTRIA / AZERBAIJAN / CZECH REPUBLIC / SPAIN / ESTONIA/ FINLAND / GREAT BRITAIN/ GERMANY/ ITALY / LITHUANIA / MEXICO / NEW ZEALAND/ PERU / PORTUGAL/ ROMANIA/ SWITZERLAND / SLOVAKIA / UKRAINE and BULGARIA

2. ORGANIZING COMMITTEE

Aerobic Union Bulgaria

Plovdiv 4003, **Blvd. Dunav**, 124, Bulgaria

Tel: +359 887 607 909

E-mail: aerobicub@gmail.com

Contact person: Mrs.Dimitrina Kandeва - President Aerobic Union Bulgaria and President of the LOC

3. LOCAL ORGANIZING COMMITTEE

Sports Club “Aerobics-AMD”

117, 6th Septemvri Blvd.; Plovdiv 4002, Bulgaria

Tel: +359 887 410 590

E-mail: aerobic-amd@abv.bg

Web site: <https://plovdivcup.com/>

Contact person: Mrs. Valentina Angelova – President of SC “Aerobics-AMD” and Vice-president of the LOC

4. COMPETITION VENUE

INTERNATIONAL FAIR PLOVDIV – **PAVILION N6**

37, Tzar Boris III Obedinitel Blvd.

Plovdiv 4003, Bulgaria

Web page: <https://www.fair.bg/en>

5. ACCOMMODATION

Hotel “Sankt Petersburg” ****

97, Bulgaria Blvd.

Plovdiv 4003, Bulgaria

Tel.: +359 32 91 03

Web page: www.sphotel.net

Hotel “Holiday Inn Plovdiv”****

109, Vasil Levski str.

Plovdiv 4003, Bulgaria

Tel.: +359 878 433 278; +359 32 20 33 33

Web page: www.hiplovdivhotel.com

6. COMPETITION DATES

6th, 7th and 8th of October 2023

7. GENERAL PROGRAM

5th of Oct.2023 Thursday	DESCRIPTION	LOCATION
All day	Arrival of delegations	
13:30 – 00:00	Accreditation	St.Petersburg Hotel/ Holiday Inn Hotel – Lobby
12:05 – 18:10	Podium training according to the schedule (Appendix 1)	Warm up area, Training podium and Competition podium

6 th of Oct.2023 Friday	DESCRIPTION	LOCATION
07:15 – 16:45	Podium training according to the schedule (Appendix 1)	Warm up area, Training podium and Competition podium
08:00 – 09:30	Accreditation – late arrivals	Competition Venue – Office of LOC
10:00 – 10:45	Orientation meeting – Head of delegations – 2 persons per Nation	Competition venue – Pavilion 6 – 1 st floor Judge’s room
11:00 – 13:00	Judges meeting and instructions / Scoring system instructions – All judges	Competition venue – Pavilion 6 – 1 st floor Judge’s room
tbc	Training by request for gymnasts that had their podium training on Thursday	Dunav Hall
16:00 – 17:15	Judges Meeting and Draw – All judges	Competition venue – Pavilion 6 – 1 st floor Judge’s room
17:15 – 18:45	Qualifications IW ND (1-22) / IM AG (10) + TR AG (1-11)	Competition hall
18:45 – 19:00	BREAK	
19:00 – 20:45	Qualifications IW ND (23-47) / TR AG (12 - 28) & AD J (3) / GR S (3)	Competition hall
7 th of Oct.2023 Saturday	DESCRIPTION	LOCATION
08:00 – 09:00	Judges Meeting and Draw – All judges	Competition venue – Pavilion 6 – 1 st floor Judge’s room
09:00 – 11:00	Qualifications – IW AG (1 -30) / TR ND (11) + IW J (1 - 18)	Competition hall
11:00 – 11:15	BREAK	
11:15 – 13:15	Qualifications – IW AG (31 - 60) / IW J (19 - 46)	Competition hall
13:15 – 14:00	LUNCH BREAK	
14:00 – 15:55	Qualifications – IW AG (61 - 88) / IW J (47 - 76)	Competition hall
15:55 – 16:10	BREAK	
16:10 – 16:25	OFFICIAL OPENING CEREMONY – All Nations – 1 gymnast per Nation	Competition hall
16:30 – 17:30	Qualifications - TR AG (19) / AD S (1) + IM J (10) + TR S (7)	Competition hall
17:30 – 17:45	BREAK	
17:45 – 19:50	Qualifications - TR J (22) + IM S (9) / IW S (1-30)	Competition hall
19:50 – 20:10	BREAK	
20:10 – 20:45	Qualifications - GR J (9) / IW S (31-38)	Competition hall
20:45 – 20:55	BREAK	
20:55 – 21:15	Qualifications – MP J (5) / MP S (3)	Competition hall

8 th of Oct.2023 Sunday	DESCRIPTION	LOCATION
09:30 – 10:30	Judges Meeting and Draw Finals	Competition venue – Pavilion 6 – 1 st floor Judge’s room
10:30 – 11:50	Finals IW ND (8) / TR AG (8) Finals IM J (8) / TR S (7) Finals AD AG (4) / MP ND (3)	Competition hall
11:50 – 12:05	BREAK	
12:05 – 13:10	Finals IW AG (8) / GR ND (7) Finals TR J (8) / IM S (8)	Competition hall
13:20 – 14:00	Award Ceremony – IW ND / MP ND/ GR ND / IW AG/ TR AG / AD AG / IM J / TR J / IM S / TR S	Competition Hall
14:00 – 14:45	LUNCH BREAK	
14:45 – 16:00	Finals IM AG (8) / GR J (8) Finals TR ND (6) / GR S (3) Finals MP AG (5) / MP J (5)	Competition hall
16:00 – 16:15	BREAK	
16:15 – 17:20	Finals GR AG (8) / IW S (8) Finals IW J (8) / IM ND (4) + MP S (3)	Competition hall
17:20 – 17:30	BREAK	
17:30 – 17:40	Finals AD J (3) / AD S (1)	
17:50 – 18:30	Award Ceremony – IM ND/ TR ND/ IM AG/ MP AG/ GR AG / IW J / MP J/ GR J/ AD J/ IW S/ MP S/ GR S / AD S	Competition hall
18:30 – 18:40	Award ceremony – presenting the Trophy of Prof.Maria Mineva	Competition hall
9 th of Oct.2023 Monday	Departure of Delegations	

8. RULES AND REGULATIONS

The competition is organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in the Directives:

- Statutes
- Code of Ethics
- Code of Conduct
- Technical Regulations
- Code of Discipline
- Code of Points and relevant Newsletters
- General Judges’ Rules
- Specific Judges’ Rules
- Anti-Doping Rules

- License rules (except for non competitive events) – only for Junior and Seniors
- FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events
- FIG Medical Guidelines for FIG Competitions and Events
- Media Rules
- Apparatus Norms
- Rules for Sanctioning (approval) of International Events
- Advertising and Publicity Rules
- Regulations for Award Ceremonies
- Accreditation Rules
and subsequent decisions of the FIG Executive Committee

9. JUDGES AND JURIES

Judges should be in a possession of a valid FIG Brevet for the current cycle (2022-2024).

There will be two judging panels. The position of the judges will be decided by a draw.

All registered judges should attend all meetings/ instructions and draws as scheduled in the General Program. Judges who do not participate in the meetings/ instructions and draws will not be authorized to judge and will respectively receive warnings or other sanctions.

Mrs. Cristina Casentini – Vice-president of the FIG Aerobic Gymnastics Technical Committee is invited to act as a Superior Jury.

10. APPARATUS SUPPLIED

Gymnova Aerobic Floor, FIG ID: 158

11. AGE LIMIT & CATEGORIES

Senior – 18+ (born 2005 or before) – IW/ IM/ MP/ TR/ GR

Junior – 15-17 (born 2006-2008) – IW/ IM/ MP/ TR/ GR / AD

Age Group – 12-14 (born 2009-2011)* – IW/ IM/ MP/ TR/ GR / AD

National Development – 9-11 (born 2012-2014)* – IW/ IM/ MP/ TR/ GR

*With some exceptions for TR and GR as per the Directives.

12. PARTICIPATION AND SIZE OF DELEGATION

The maximum size of delegation is set in the Directives for the event.

13. COMPETITION FORMAT

The competition consists of Qualifications and Finals.

Qualifications:

The registered gymnasts in the different Categories and Age Groups will take part in the Qualifications except for those categories in National Development and Age Group where there are less than eight participants (ND: IM; MP; GR and for AG: MP & AD).

Finals:

The top 8 (eight) competitors from the Qualifications in each Age Group and Category will take part in the Finals (**maximum two per Category and Nation**). The gymnasts in National Development: IM; MP; GR and in Age Group: MP & AD goes directly to Finals.

In addition, if the Organizing Federation has not qualified competitors in any category in one Age Group, it may nominate one participation in max.1 Category of its choice in the respective Age Group.

14. NAME CHANGES

Name changes are allowed as per FIG TR, Section 6, Art.4. The request for a name change or withdrawal must be made in writing by using the attached **Appendix 5**. Less than 24 hours prior to the beginning of the respective competition only an accredited gymnast can replace an injured or ill gymnast. The change must be made in writing by using the attached **Appendix 5 and accompanied by a medical certificate in English**.

15. TRAINING AND COMPETITION AREAS

15.1. Warm up area:

The Warm up area is situated on the first floor. There will be two identical places and Nations/gymnasts will be divided accordingly. During the Podium trainings on 5th and 6th of October 2023, as well as during all competitive days each participating Nation/Unit has an optional Warm up of 45 minutes as indicated in the Schedules – Appendix 1 & 3.

15.2. Training Podium:

The training podium is also situated on the first floor. It will be equipped with an aerobic floor, identical to the competition floor, marked 7x7m and 10x10m.

There will be a CD player at this area. Gymnasts should bring their own CD or memory stick for the training podium if they want to use the player. **It is strictly forbidden to use the sound system with the Bluetooth of the cell phones!!!**

For the trainings on 5th and 6th of October 2023 the time depends on the number of routines for each Nation - the time for one routine is 1 min 30 sec.

According to the Starting tables – Appendix 3, during the competition days gymnasts have 2/3 minutes but they will be allowed to enter 10 minutes in advance in order to do additional specific warm up. When it is the scheduled time for the podium they can play with their music.

15.3. Competition Podium:

The competition podium is situated on the ground floor. The music used there during the official podium trainings and competitions will be the one sent in advance by the participating Nations.

For the trainings on 5th and 6th of October 2023 the time depends on the number of routines for each Nation - the time for one routine is 1 min 30 sec.

In order to be well prepared and not lose time we would like to ask that each Federation fills and send **in advance** the attached “Order for podium training” – Appendix 2 not later than **27th of September 2023!!!**

During all trainings delegations must respect the training times and areas!!!

The LOC will arrange a training on 6th of October 2023 - Friday **ONLY** for the gymnasts/ Nations that have their Podium training on 5th of October 2023 – Thursday.

The Hall, which is equipped with original aerobic floor and audio system, is situated very close to the Competition Venue. A designated person will assist gymnasts / Nations to this Hall, as well as there will be a person from LOC to help if needed. Gymnasts will need to bring their own memory stick or CD if they want to play music.

The time for training will be in the period of 09:30 – 14:30 based on a schedule prepared by the LOC.

In order to organize this training we need **a written request by e-mail** from those Nations if they will use this option for a training on Friday and with how many routines. **Please, send this information in advance – not later than 27th of September 2023.** The schedule will be handed to those Nations latest during the accreditation.

16. OFFICIAL OPENING CEREMONY

The Official Opening Ceremony will take place on **7th of October 2023 - Saturday from 16:10 to 16:25.** All Nations have to take part at the Official Opening Ceremony.

The Nations will be presented by **one gymnast** who will carry the flag of his Nation (flags will be prepared by the Local Organizing Committee). The presentation of Nations will be done in alphabetical order. The host country will be last. Further information will be given during the Orientation Meeting.

17. AWARD CEREMONIES

The Award ceremonies will take part as scheduled in the General Program – on 8th of October 2023 - Sunday. The top 3 gymnasts/ units will be invited on the awarding podium. Gymnasts should wear their National tracksuits. More information will be given during the Orientation meeting.

18. AWARDS

- The winner in each Category and Age Group will be awarded with a trophy.
- For the Top 3 competitors in each Category and Age Group medals and diplomas will be presented.
- Diplomas will be presented for all the Finalists. **(by e-mail 1 week after the competition finished)**
- A diploma for participation will be given to all official members of the delegations.
- As a tradition a special Trophy will be handed in honor of Prof. Maria Mineva. The Trophy will be given to the gymnast/ gymnasts with the highest Final score in the competition (either Qualifications or Finals).

19. MEDICAL

19.1. Insurance

The Host Federation, the Organizing Committee and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents, repatriation and COVID for all the member of their delegation. **The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy).** There will be no possibility to make insurance during the accreditation so we strongly recommend arranging this in your country and be prepared when you arrive!!!

19.2. Medical Services

During the Trainings and Competition the LOC will provide medical services. Appointed persons will be available during those times.

20. TRANSPORTATION

20.1. International transportation

The travel costs of the participating delegations members are at each delegations own expenses.

For those delegations travelling by air plane: In case of heavily delayed or canceled flights, please immediately contact Mrs.Dimitrina Kandvea – President of the LOC in charge with the transportation and transfers – by calling +359 887 607 909.

For those delegations that are travelling by their own mean of transportation:

When you arrive in Plovdiv, please contact the LOC at +359 887 607 909 for instructions on where and when to proceed with the accreditation (either in St.Petersburg Hotel; Holiday Inn Hotel or Competition Venue).

20.2. Local transportation

Detailed information on the conditions is set in the Directives for the event. The LOC will provide local transportation to all members of the delegations as requested in advance by the Federations.

At Sofia Airport there will be a member of the LOC who will meet all delegations that have requested local transportation and will assist them to the bus. Depending on the arrival time and number of people some Nations might be asked to wait for some other participants. We thank you in advance for your understanding and cooperation!

Plovdiv is at about 130km away from Sofia and it takes about 1 ½ hour to get there.

During the accreditation the return flight schedules will be verified.

The delegations that have requested local transportation will receive additionally information from the Local Organizing Committee for the departure time from the hotel. The time indicated in the departure schedule is the time when the bus leaves the hotels. Check-outs should be done in advance!!!

20.3. Shuttle services

On 5th, 6th, 7th and 8th of October 2023 there will be a shuttle service for all members of delegations who are accommodated through the LOC. The schedule of the shuttle service will be distributed during the accreditation and will also be placed in the Hotels and Competition Venue.

“Sankt Petersburg” hotel is close to the Competition Venue and it takes at about 20 min. on foot to get there.

From “Holiday Inn Plovdiv” hotel to the Competition Venue is at about 15 min. on foot.

21. ACCREDITATION

The accreditation desk will be situated in the lobby **of the St.Petersburg Hotel** and will be open on 5th of October 2023 – Thursday in the period of 13:30 to 00:00. Those who are accommodated in Holiday Inn Hotel and arrive on 5th of October 2023 will be accredited in Holiday Inn Hotel.

All Nations who arrive in Plovdiv on 4^h of October 2023 will be accredited on **5th of October 2023 at 13:00.**

All Nations who arrive in Plovdiv on 5th of October 2023 **before 00:00** will be accredited on the same day.

For the late arrivals, the accreditation will be done on **6th of October 2023** – Friday morning in the period of **08:00 – 09:30 in the Competition Venue – the office of the LOC**. The accreditation should be done before the Orientation meeting!!!

During the Accreditation the Head of delegation will be asked to check in the names of the members of the delegation and confirm that they are correct.

During the Accreditation the Head of Delegation has to:

- Show passports of each member of the delegation.
- Show the Insurances for each member of the delegation.
- Verify the return flight schedules – for those who have requested transfer from Plovdiv to Sofia.
- Inform the Local Organizing Committee for an e-mail address to which the results and starting tables will be sent during the event.
- Make the necessary payments to the Local Organizing Committee (if needed). Payments should be done in Euro and with the exact amount due.

Each official member of the delegation will receive an Accreditation card. It is important and compulsory to wear the accreditation card when going to the Competition Venue.

No entry in the respective zones of the Competition venue will be possible without the Accreditation card!

22. ADDITIONAL INFORMATION

22.1. Orientation Meeting

An Orientation meeting will be held on 6th of October 2023, Friday at 10:00am in the Competition Venue – 1st floor - Judge's room. For the convenience of all Nations we kindly ask that **maximum 2 (two) persons per Nation (Head of delegation or Coach)** take part in this meeting.

22.2. Accommodation and meals

The accommodation in the official hotels includes breakfast, served in the hotels. Lunch and dinner will also be served in the hotels for those delegations that have requested it in advance.

Information about the times will be given during the accreditation and will also be placed on the information boards.

For the Nations that have lunches on Saturday and Sunday there is an option instead of going back to the hotel for lunch to have lunch boxes which will be

delivered in the competition venue. A request for the number of lunch boxes should be made by the respective Nation in advance – not later than 10am on the previous day. The request should be made by filling the form “Request for lunch box” placed in the office of the LOC. When the HOD or Coach makes the request, the respective lunch tickets should be given to the person at the office of the LOC. More information will be given during the Orientation meeting.

The check-in time in the hotel is after 14:00.

The check-out time from the hotel **is latest 12:00 on the day of departure** and should be strictly respected.

Any additional services used in the hotel are at the delegations own charge and should be paid before checking-out.

22.3. Weather

Average temperature in Plovdiv during October is usually around 20 degrees C. We suggest that you check the weather forecast via internet before departure to Bulgaria.

22.4. Currency

The official currency in Bulgaria is “lev”. 1 lev is divided into 100 “stotinki”. As per 20th of September 2023 the exchange rate is:

1 Euro - approximately 1.95 lev

1 USD - approximately 1.80 lev

22.5. Safeguarding and special measures

From the official event day of arrival until the official day of departure, participants (gymnasts, coaches, judges and any other delegation members) have the possibility to contact by phone the LOC Safeguarding Officer in case of harassment and abuse of any type or if they are worried and do not feel comfortable.

LOC Safeguarding officer:

Mr.Tihomir Barotev – cell phone number: 00359 888 887268

In addition, posters of the “10 Golden Rules of Gymnastics”, the FIG campaign to raise awareness about youth protection in Gymnastics, will have to be displayed in several locations, including training and warm-up halls and public zones.

As per 20th of September 2023 there are no special requirements in regard to COVID measures. If there are any changes, Nations will be informed additionally by e-mail.

We suggest that each Nation checks the requirements to enter their country when going back from Bulgaria. If someone needs a PCR or a Rapid Antigen test to go back to their country the LOC should be informed in advance and will cooperate.

22.6. Distribution of information, results, schedules

Each Nation is responsible to have the Work Plan in advance. Only changes to it and additional/ new schedules will be handed via the mail boxes placed in the office of the LOC in the Competition Venue. Each Nation will have its own mail box.

One set of updated Starting tables for Qualifications (updates after the accreditation) will be given to each Nation at the end of the Orientation meeting. In addition, it will be sent to all by e-mail to the e-mail address given during the accreditation.

The same will be done with the Starting tables for the Finals – they will be sent on 7th of October 2023, Saturday evening by e-mail and later, one set will be placed in the mail boxes to be taken on Sunday morning before the Finals.

Results will be sent by e-mail to the e-mail address given during the accreditation in the evening of the respective day of the competition. A complete set of detailed Results will be sent to each participating Federation by e-mail, after the competition is over.

During the Orientation Meeting on **6th of October 2023 at 10:00am** in the Competition Venue – Judge's room, detailed information regarding the competition will be given.

If you need some more information in advance, please do not hesitate to contact us.

LOOKING FORWARD TO WELCOME YOU IN PLOVDIV!!!



Mrs. Dimitrina Kandeve
President AUB and LOC



Mrs. Valentina Angelova
Vice president of the LOC

Attachments:

1. Appendix 1 – Podium training schedule
2. Appendix 2 - Order for podium training
3. Appendix 3 - Starting tables – Qualifications
4. Appendix 4 – Draw – Finals
5. Appendix 5 – Change of start list