

UNION EUROPÉENNE DE GYMNASTIQUE



# **34<sup>th</sup> European Rhythmic Gymnastics Championships**

**Qualification & Apparatus finals – Individual Junior Gymnasts**

**Multiple Competition & Apparatus Finals – Senior Groups**

**Multiple Competition Final – Individual Senior Gymnasts**

**Guadalajara (ESP)  
June 1<sup>st</sup> – 3<sup>rd</sup>, 2018**



## **Work Plan**

This work-plan has been drawn up in accordance with the FIG and the UEG regulations and is based upon the definitive registrations received by the UEG office by March 1<sup>st</sup>, 2018.

## TABLE OF CONTENTS

|   |           |
|---|-----------|
| <b>Part 1 - Officials and Organizing Committee</b> .....      | <b>3</b>  |
| 1.1 Union Européenne de Gymnastique (UEG).....                | 3         |
| 1.2 Official UEG Contact Address.....                         | 3         |
| 1.3 Host Federation AND Local Organizing Committee.....       | 3         |
| 1.4 2018 RG ECh - Local Organizing Committee's structure..... | 4         |
| <b>Part 2 - The competition</b> .....                         | <b>5</b>  |
| 2.1 Competition schedule.....                                 | 5         |
| 2.2 Orientation meeting.....                                  | 8         |
| 2.3 Size of the Delegations.....                              | 8         |
| 2.4 Competition hall.....                                     | 9         |
| 2.5 Warm-up and training halls.....                           | 9         |
| 2.6 Training information.....                                 | 9         |
| 2.7 Format of the competition.....                            | 10        |
| 2.8 Access to the competition area.....                       | 11        |
| 2.9 Ceremonies.....   | 12        |
| 2.10 Apparatus Supplier.....                                  | 12        |
| 2.11 Control of the Apparatus.....                            | 13        |
| 2.12 Substitution of a gymnast.....                           | 13        |
| 2.13 Music.....   | 13        |
| 2.14 Medical.....   | 14        |
| <b>Part 3 The jury</b> .....                                  | <b>15</b> |
| 3.1 Judges' panels.....                                       | 15        |
| 3.2 Superior Jury.....  | 15        |
| 3.3 Jury of Appeal.....                                       | 15        |
| 3.4 Control jury.....   | 15        |
| 3.5 Drawing of lots of the judges.....                        | 16        |
| 3.6 Judges' Course.....                                       | 16        |
| 3.7 Scoring and distribution of results.....                  | 16        |
| 3.8 Control videos.....                                       | 16        |
| 3.9 Inquiries procedure.....                                  | 16        |
| <b>Part 4 The organization of the event</b> .....             | <b>18</b> |
| 4.1 Transportation.....                                       | 18        |
| 4.2 Reception – Delegation attendant.....                     | 18        |
| 4.3 Accreditation.....  | 18        |
| 4.4 Delegation boxes.....                                     | 19        |
| 4.5 Coaches' round table discussion.....                      | 19        |
| 4.6 Farewell banquet.....                                     | 19        |
| 4.7 Accommodation.....  | 19        |
| 4.8 Meals.....  | 21        |
| 4.9 Media.....  | 21        |
| 4.10 Important deadlines:.....                                | 21        |

## Part 1 - Officials and Organizing Committee

---

### 1.1 UNION EUROPEENNE DE GYMNASTIQUE (UEG)

| UEG OFFICIALS                                 |                       |
|---|-----------------------|
| President                                     | Farid Gayibov         |
| Vice-President (President of the Appeal Jury) | Rudolf HEDIGER        |
| EC member (Member of the Appeal Jury)         | Paolo FRISING         |
| Director                                      | Lisa WORTHMANN        |
| Head of Media                                 | Tina GERETS           |
| Sports Coordinator                            | Linda DAVILA          |
| Official Doctor                               | Jean-Bernard SOLIGNAC |

| RHYTHMIC GYMNASTICS TECHNICAL COMMITTEE |                        |
|---|------------------------|
| President                               | Maria PETROVA          |
| Vice-President                          | Elena NEFEDOVA         |
| Secretary                               | Dominique MULLER-LAUTH |
| Member                                  | Marina LOBACH          |
| Member                                  | Pancracia SIRVENT MUT  |
| Member                                  | Elena ALIPRANDI        |
| Member                                  | Evangelia TRIKOMITIS   |

### 1.2 OFFICIAL UEG CONTACT ADDRESS

UNION EUROPEENNE DE GYMNASTIQUE  
Avenue de la Gare 12  
CH – 1003 Lausanne, SWITZERLAND  
Tel.: + 41 - 21 - 613.10.20  
E-Mail: [info@ueg.org](mailto:info@ueg.org)  
Web-site: [www.ueg-gymnastics.com](http://www.ueg-gymnastics.com)



### 1.3 HOST FEDERATION AND LOCAL ORGANIZING COMMITTEE

Royal Spanish Federation of Gymnastics  
Ferraz, 16, 7o dcha.  
28008 Madrid, SPAIN  
Contact person: Isabel Pagan  
Tel: +34915401078  
[isabelpagan@rfegimnasia.es](mailto:isabelpagan@rfegimnasia.es)



#### 1.4 2018 RG ECH - LOCAL ORGANIZING COMMITTEE'S STRUCTURE

| Function   | Full name          |
|--|--------------------|
| President  | JESÚS CARBALLO     |
| LOC Chairman   | ELADIO FREIJOO     |
| Executive Director   | ISABEL PAGÁN       |
| Vice-Executive Director  | ANDREA CAICOYA     |
| Head of Finance  | ISABEL AMORES      |
| Technical Manager / Venue Manager and Advisor                    | SANTIAGO NUERO     |
| LOC Coordinator & Competitions' Director                         | ISABEL PAGÁN       |
| Head of Press, Marketing & International Relations Manager       | ANDREA CAICOYA     |
| Volunteer Work Manager   | ELENA ACEBRÓN      |
| Accommodation, Food & Beverage Manager                           | SUSANA ABELLÁ      |
| Trainings Manager  | MARIA MALUENDA     |
| Judges Manager   | MÓNICA DELGADO     |
| Ceremonies' Director<br>(opening/closing/awarding)               | LORENA GÓMEZ       |
| Responsible for Technical Equipment & Apparatus Logistic Manager | GYMNOVA            |
| Head of Accreditation  | COVADONDA MENÉNDEZ |
| Head of Security   | SANTIAGO NUERO     |
| Medical Officer  | PROTECCIÓN CIVIL   |
| Responsible for Transport  | SUSANA ABELLÁ      |

## Part 2 - The competition

### 2.1 COMPETITION SCHEDULE

| <b>Sunday, 27 May 2018</b>    |   |                                   |
|-------------------------------|---|-----------------------------------|
| <b>All day</b>                | Arrival of the TC-RG/UEG members                              |                                   |
| <b>Monday, 28 May 2018</b>    |   |                                   |
| <b>09h00 - 13h00</b>          | TC-RG Meeting   | AC HOTEL                          |
| <b>15h00 - 18h00</b>          | TC-RG Meeting with the LOC                                    |                                   |
| <b>Tuesday, 29 May 2018</b>   |   |                                   |
| <b>All day</b>                | Official arrival day for delegations                          |                                   |
| <b>09h00 - 13h00</b>          | Meeting of the TC-RG  | Pabellón Multiusos<br>Guadalajara |
| <b>15h00 - 18h00</b>          | Meeting of the TC-RG with Smart Scoring                       | Pabellón Multiusos<br>Guadalajara |
| <b>Wednesday, 30 May 2018</b> |   |                                   |
| <b>08h00 - 22h00</b>          | Official Podium Training                                      | Pabellón Multiusos<br>Guadalajara |
| <b>09h00</b>                  | Meeting of the TC-RG  | Pabellón Multiusos<br>Guadalajara |
| <b>16h30 - 17h30</b>          | Couches' Round table discussion                               | CMI                               |
| <b>18h00</b>                  | Orientation meeting with the Heads of delegations             | CMI                               |
| <b>Thursday, 31 May 2018</b>  |   |                                   |
| <b>08h00 - 22h00</b>          | Official Podium Training                                      | Pabellón Multiusos<br>Guadalajara |
| <b>09h00 - 12h00</b>          | Judges' course  | CMI                               |
| <b>12h00</b>                  | Instruction by SMART SCORING at the end of the judges' course | Pabellón Multiusos<br>Guadalajara |

| Friday, 1 June 2018   |   |                  |
|-----------------------|---|------------------|
| 09h30                 | Drawing for Judges <b>Junior Individuals - Senior Groups</b><br>Hoop – Ball 5 Hoops   | Judges room      |
| 10h30 - 12h40         | Qualification – Juniors, <b>Set A</b> – Hoop – Ball   | Competition hall |
| 12h40 - 12h50         | Break   |                  |
| 12h50 - 15h00         | Qualification – Juniors, <b>Set B</b> – Hoop – Ball   | Competition hall |
| 15h00 - 15h45         | Lunch Break   | Judges room      |
| 15h45 - 17h55         | Qualification – Juniors, <b>Set C</b> – Hoop – Ball   | Competition hall |
| 18h00 - 18h30         | <b>Opening Ceremony</b>   | Competition hall |
| 18h30 - 20h00         | Qualification – Senior Groups - 5 Hoops   | Competition hall |
| Saturday, 2 June 2018 |   |                  |
| 08h00                 | Drawing for Judges <b>Junior Individuals - Senior Groups</b><br>Clubs – Ribbon 3 Balls/2 Ropes  | Judges room      |
| 09h00 -10h25          | Qualification – Junior Individuals – Clubs – Ribbon <b>Set A1</b>   | Competition hall |
| 10h25 - 10h35         | Break   |                  |
| 10h35 - 12h00         | Qualification – Junior Individuals – Clubs – Ribbon <b>Set A2</b>   | Competition hall |
| 12h00 - 12h10         | Break   |                  |
| 12h10 - 13h25         | <b>Group without Team</b><br><b>Set A (Ranked 21-17)</b><br>Team Competition – Junior Individuals - Senior Groups<br>Clubs – Ribbon 3 Balls/2 Ropes | Competition hall |
| 13h25 - 13h30         | TV Break  |                  |
| 13h30 - 14h30         | <b>Set B (Ranked 16 -13)</b><br>Team Competition – Junior Individuals - Senior Groups<br>Clubs – Ribbon 3 Balls/2 Ropes                             | Competition hall |
| 14h30 - 15h15         | Lunch Break   | Judges room      |
| 15h15 - 16h15         | <b>Set C (Ranked 12 – 9)</b><br>Team Competition – Junior Individuals - Senior Groups<br>Clubs – Ribbon 3 Balls/2 Ropes                             | Competition hall |
| 16h15 - 16h20         | TV Break  |                  |
| 16h20 - 17h20         | <b>Set D (Ranked 8 – 5)</b><br>Team Competition – Junior Individuals - Senior Groups<br>Clubs – Ribbon 3 Balls/2 Ropes                              | Competition hall |
| 17h20 - 17h25         | Break   |                  |

|                             |  |                  |
|-----------------------------|--|------------------|
| <b>17h25 - 18h25</b>        | <b>Set E (Ranked 4 – 1)</b><br>Team Competition – Junior Individuals – Senior Groups<br>Clubs – Ribbon 3 Balls/2 Ropes   | Competition hall |
| <b>18h30</b>                | Award Ceremony – Team Competition<br>Award Ceremony – Senior Groups – Multiple Competition   | Competition hall |
| <b>19h00 - 22h00</b>        | Official Podium Training Seniors Individuals   | Competition hall |
| <b>Sunday, 3 June 2018</b>  |  |                  |
| <b>8h45</b>                 | Drawing for judges – Apparatus Finals<br><b>Apparatus Finals</b> Junior Individuals and Senior Groups<br><b>Seniors Individuals</b> – Multiple Competition Final | Judges room      |
| <b>10h00 - 11h00</b>        | Apparatus Finals – Junior Finals (Hoop - Ball)   | Competition hall |
| <b>11h00 - 11h10</b>        | Break  |                  |
| <b>11h10 - 12h10</b>        | Apparatus Finals – Junior Finals (Clubs - Ribbon)  | Competition hall |
| <b>12h15 - 12h30</b>        | Award Ceremony (Hoop - Ball - Clubs - Ribbon)  |                  |
| <b>12h30 - 13h10</b>        | Apparatus Finals - Senior Groups Finals – 5 Hoops  | Competition hall |
| <b>13h10 - 13h15</b>        | TV Break   |                  |
| <b>13h15 - 13h55</b>        | Apparatus Finals – Senior Groups Finals – 3 Balls/2 Ropes  | Competition hall |
| <b>14h00 - 14h15</b>        | Award Ceremony Groups (5 hoops, 3 Balls/2 Ropes)   |                  |
| <b>14h15 - 15h00</b>        | Lunch Break  | Judges room      |
| <b>15h00 - 17h00</b>        | Multiple Competition Final – Senior Individuals <b>Set B</b>   | Competition hall |
| <b>17h00 - 17h10</b>        | Break  |                  |
| <b>17h10 - 19h10</b>        | Multiple Competition Final – Senior Individuals <b>Set A</b>   | Competition hall |
| <b>19h15 - 19h30</b>        | Award Ceremony – Senior Individuals – Multiple Competition Final   |                  |
| <b>19h40 - 20h00</b>        | Closing Ceremony   | Competition hall |
| <b>21h30</b>                | Closing Banquet  | CASINO           |
| <b>Monday, 4 June 2018</b>  |  |                  |
| <b>All day</b>              | Departure of the Delegations   |                  |
| <b>09h00 - 18h00</b>        | TC-RG Meeting  | UEG Hotel        |
| <b>Tuesday, 5 June 2018</b> |  |                  |
| <b>All day</b>              | Departure of the TC-RG/UEG   |                  |

## 2.2 ORIENTATION MEETING

- The orientation meeting for the Heads of delegation will take place at CMI on Wednesday, May 30<sup>th</sup>, 2018 at 18h00.
- The presence of the participating National Federations at the orientation meeting is mandatory. A maximum of 2 persons per delegation is recommended, including the Head of delegation. Unjustified failure by a federation to attend will result in a sanction of 1000 Euro to be paid to UEG.
- At this meeting, the OC and the TC-RG/UEG will give practical information on the organisation and running of the competition.
- Last possibility for the Heads of delegation to hand over the definitive confirmation of the starting order.
- Possible advertising on the gymnasts' competition attire has to be presented.
- After the meeting, the participants of the meeting are invited to a cocktail.

## 2.3 SIZE OF THE DELEGATIONS

According to the 2018 UEG Technical Regulations, the maximum composition of the delegation is as follows:

| Functions                 | Senior                         |        | Junior      |
|---------------------------|--------------------------------|--------|-------------|
|                           | Individuals                    | Groups | Individuals |
| <b>Gymnasts</b>           | Invited                        | 5-6    | 1-4         |
| <b>Reserve Gymnasts</b>   | -                              | -      | 1           |
| <b>Head of delegation</b> | 1 both for Seniors and Juniors |        |             |
| <b>Team leader</b>        | 1 for Individuals & Group      |        | 1           |
| <b>Coach</b>              | 1                              | 2      | 1           |
| <b>Doctor</b>             | 1 both for Seniors and Juniors |        |             |
| <b>Physiotherapist</b>    | 1 for Individuals & Group      |        | 1           |
| <b>Judges</b>             | 1                              |        | 1           |

- Each gymnast of the group must compete at least once.
- For all other delegation members, including additional coaches, we refer to the FIG Accreditation Rules.



## 2.4 COMPETITION HALL

### **Pabellón Multiusos Guadalajara**

Avda. del Vado 13, 19005. Guadalajara

Tel: +34949880600 Fax: +34 949887009

e-mail: [info@pdmgu.com](mailto:info@pdmgu.com)

website: <http://www.pdmgu.com/>

- The competition hall has a free height of 17 m;
- Reserved seating will be allocated for each delegation, i.e. for all gymnasts and officials not engaged in the competition.
- Reserved seating will be at the disposal of the Heads of delegation.

## 2.5 WARM-UP AND TRAINING HALLS

- The competition, training and warm-up halls are located at Palacio Multiusos (Avda de El Vado, 13 – 19005 – Guadalajara).
- The training halls have a free height of 12 m.

## 2.6 TRAINING INFORMATION

- The official training will be on Wednesday, May 30<sup>th</sup>, 2018, Thursday, May 31<sup>st</sup>, 2018 and Saturday June 2<sup>nd</sup> for Individuals Seniors. Delegations will receive the training schedule upon arrival.
- Trainings for the Individual Juniors finalists - Apparatus Finals and for the Senior Group Apparatus Finals will take place on Saturday June 2<sup>nd</sup>, 2018, according to a special schedule in the training halls. The delegations concerned will receive the schedule after the qualifications.
- Access to the training halls is limited to the nations concerned and to the persons being in possession of and wearing the accreditation at all times. The accreditation is personal and cannot be used by any other person.
- After the official training in the competition hall, the Heads of delegation have to confirm with a special form that the music tracks of their gymnasts are correct and without any mistakes.

## 2.7 FORMAT OF THE COMPETITION

1<sup>st</sup> day, Friday, June 1<sup>st</sup>

### Qualifications and Team Competition – Juniors individuals and Senior Groups Multiple Competition - Senior Groups

| Junior Individuals | Set of participation | Senior Groups | Set of participation |
|--------------------|----------------------|---------------|----------------------|
| Hoop - ball        | A, B, C              | 5 Hoops       | 1 Group              |

2<sup>nd</sup> day, Saturday, June 2<sup>nd</sup>

### Qualifications and Team Competition – Juniors individuals and Senior Groups Multiple Competition - Senior Groups-All Around

| WITHOUT Team Competition | Apparatus     | Set of participation by Ranking | Team Competition                           | Apparatus                      | Set of participation by Ranking                                 |
|--------------------------|---------------|---------------------------------|--|--------------------------------|---|
| Junior Individuals       | Clubs-Ribbon  | A1(34 - 18)<br>A2 (17 - 1)      | Junior Individuals<br>And<br>Senior Groups | Clubs-Ribbon<br>3Balls /2Ropes | A (21-17)<br>B (16 -13)<br>C (12 - 9)<br>D (8 - 5)<br>E (4 - 1) |
| Senior Groups            | 3Balls/2Ropes | 1 Group                         |  |                                |   |

3<sup>rd</sup> day, Sunday, June 3<sup>rd</sup>

### Apparatus Finals - Junior Individuals and Seniors Groups Multiple Competition Final - Seniors Individuals

| Apparatus Finals           | Apparatus                    |
|----------------------------|------------------------------|
| Junior Individuals         | Hoop-Ball-Clubs-Ribbon       |
| Senior Groups              | 5 Hoops,<br>3 Balls /2 Ropes |
| Multiple Competition Final | Apparatus                    |
| Seniors Individuals        | Hoop-Ball-Clubs-Ribbon       |

## QUALIFYING COMPETITIONS

- The starting order of the competition is made according to the draw of lots carried out in Guadalajara/ESP, on March 10<sup>th</sup>, by the official representatives of the UEG and the LOC.
- If a National Federation reduces the number of participating gymnasts after the definitive registration, the TC-RG/UEG has the right to adjust the starting order in order to ensure the best possible running of the competition.
- The starting order for qualifications is the following:
  - Friday, 1<sup>st</sup> June.      Qualifications - Junior Competition - **Sets A, B, C** - Hoop and Ball  
Multiple Competition - Senior Groups – 5 Hoops
- The starting order for the 2<sup>nd</sup> day will be according the results of the juniors individuals, countries with only groups and Teams combined from juniors individuals and seniors groups results
  - Saturday, 2<sup>nd</sup> June.      Qualifications – Junior Individuals Set **A1 and A2**  
Countries with ONLY Groups  
Team Competition Juniors - Clubs and Ribbon  
Team Competition Senior Groups – 3Balls/2Ropes  
**Sets E, D, C, B, A**

## APPARATUS FINALS

- The starting order for the apparatus finals is according to the draw carried out in Guadalajara/ESP, on March 10<sup>th</sup> by the official representatives of the UEG and the LOC.
- The highest 8 ranked Junior gymnasts on each apparatus will qualify for the final. In case of a tie at any places in Competition I, the tie breaking rules set out in the TR/FIG (edition 2018) will apply.
- Maximum 1 gymnast/apparatus/federation are accepted.
- Withdrawals of gymnasts will be accepted within a limit of 60 minutes prior to the competition of the concerned apparatus final, with medical certificate verified by the official UEG/LOC medical doctor – the next ranked gymnast of Competition I for the respective apparatus will take part.
- The highest 8 ranked groups on each apparatus (5 Hoops, 3 Balls/2 Ropes) will qualify for the final. In case of a tie at any places in Qualification, the tie breaking rules set out in the TR/FIG (edition 2018) will apply
- In case of emergency, duly confirmed by the official doctor, the gymnast who is not participating in the same exercise may replace a sick or injured gymnast entered for the Group exercises. The replacement will be authorized up to 10 minutes prior to the start of the Multiple competition and Finals.

## **2.8 ACCESS TO THE COMPETITION AREA**

- The competition area is accessible to members of the various juries, competing gymnasts and their accredited coach (for groups max. 2), to the auxiliary personnel of the Jury, to the President of the UEG Medical Commission, to the official doctor and the medical staff. A team medical person is permitted to accompany the gymnasts and coaches during all Competitions.
- Interpreters may not enter the competition area without the permission of the TC/UEG President.
- The competition area is strictly forbidden to all other persons.
- **Use of electronic communication devices (UEG/TR Art. 13.1)**  
The use of any kind of electronic devices (video, mobile phones, etc.) is strictly forbidden in the competition area.  
Please note that, according to the decision of the Executive Committee of the European Union of Gymnastics from February 2016, the use of mobile phones or any other electronic communication device by gymnasts, coaches, judges or medical staff of the delegations on the field of play is forbidden during the entire duration of the competitions of official UEG competitions.  
If this rule is violated, the concerned persons will receive a written warning.

If this behaviour is repeated after the written warning is issued, the concerned person will be excluded for the rest of the competition.

The Superior Jury is responsible to decide these disciplinary measures. Appeals against these decisions have to be submitted to the Jury of Appeal whose decision is final.

## 2.9 CEREMONIES

### AWARD CEREMONIES

- All award ceremonies will take place after the end of the Individual and Group all-around competition for Seniors and after the end of the Team competition for Juniors. For the final competitions after the end of the Junior Individual and after the Senior Groups competition. It will be carried out in accordance with the UEG Regulations for Award Ceremonies. On the podium, awards will only be presented to the medal winners as follows:

|                           |   |
|---------------------------|---|
| <b>Team Competition</b>   | Teams ranked 1 <sup>st</sup> to 3 <sup>rd</sup>               |
| <b>Groups All-Around</b>  | Groups ranked 1 <sup>st</sup> to 3 <sup>rd</sup>              |
| <b>Apparatus Finals</b>   | Individual Gymnasts ranked 1 <sup>st</sup> to 3 <sup>rd</sup> |
| <b>Groups Finals</b>      | Groups ranked 1 <sup>st</sup> to 3 <sup>rd</sup>              |
| <b>Individual Seniors</b> | Individual Seniors ranked 1 <sup>st</sup> to 3 <sup>rd</sup>  |

The following awards will be granted to the top 8 per Final:

|   |  |
|---|--|
| <b>1<sup>st</sup> place</b>                   | 1 Gold medal and 1 diploma per gymnast   |
| <b>2<sup>nd</sup> place</b>                   | 1 Silver medal and 1 diploma per gymnast |
| <b>3<sup>rd</sup> place</b>                   | 1 Bronze medal and 1 diploma per gymnast |
| <b>4<sup>th</sup> to 8<sup>th</sup> place</b> | 1 diploma per gymnast                    |

- In Team and Group competition, each gymnast in the team/group receives the awards mentioned above. The same award will also be presented to the respective federation and one coach after the competition, e.g. at the official banquet.
- Please ensure that your Federation's medallists are in time for the line-up prior to the ceremonies.
- All gymnasts must wear competition attire, **no tracksuit**.
- When the medals and diplomas are awarded, gymnasts and officials are not allowed to embrace.
- The participation of the medallists in the award ceremonies is compulsory. All gymnasts, Teams or Groups that are absent for unjustified reasons will be disqualified.

### OPENING CEREMONY

- The Opening ceremony will take place on Friday, 1<sup>st</sup> of June 2018 at 18h00 in the Competition hall.

### CLOSING CEREMONY

- The closing ceremony will take place on Sunday, June 3<sup>rd</sup>, 2018 after the last awarding ceremony.

## 2.10 APPARATUS SUPPLIER

- The apparatus supplier of this edition of the European Championships is "GYMNOVA".
- A total of 10 floor areas will be available. Colour: beige
- One floor area will be available in the competition hall.

## 2.11 CONTROL OF THE APPARATUS

- During the training sessions in the competition hall, each delegation will have the opportunity to have its apparatus verified and have the official control label attached to it.
- During the competition, a control will be carried out before each exercise.
- A further check may take place at the end of the exercise at the request of the control judges or the superior jury.
- Any apparatus, which does not conform to the regulations, will be refused or its use penalized, even if it has already been accepted for another competition.

## 2.12 SUBSTITUTION OF A GYMNAST

### QUALIFICATIONS – JUNIORS

In case of emergency, duly confirmed by the official doctor, a sick or injured gymnast may be replaced by a teammate, up to 24 hours prior the start of the qualification and team competition.

### COMPETITION – SENIOR GROUPS

No reserve gymnast is allowed to be registered in addition to the 6 gymnasts included in the Group; however, in case of emergency, duly confirmed by the official doctor, a sick or injured gymnast entered for the Group exercises, may be replaced by the gymnast who is not participating in the same exercise. The replacement will be authorized up to 10 minutes prior to the start of the multiple competition and finals.

## 2.13 MUSIC

- The music has to be loaded in MP3 or WAV format to the LOC <http://registration.rgeuro2018.com> not later than 4<sup>th</sup> of May 2018 according to the following:
  - ❖ Individual Gymnasts: MUSIC = COUNTRY CODE\_SURNAME\_Name\_Apparatus.MP3
  - ❖ Group: MUSIC = COUNTRY CODE\_GROUP\_5 or 3+2.MP3
  - ❖ ANTHEM: COUNTRY CODE\_Anthem.MP3Examples:  
ESP\_Penelope Cruz\_Hoop.MP3  
ESP\_GROUP\_5.MP3  
ESP\_Anthem.MP3
- At the accreditation, 1 CD per exercise should be handed in
- The information mentioned in the Code of Points and the Technical Regulations must be clearly marked on the CD's.
- An additional copy is needed for the training.
- A form with the duration and the author of the music has to be filled in; official titles/interpreters have to be indicated. This will be sent to the delegations in advance. – Returned to the OC by 18<sup>th</sup> May, 2018 at the latest.
- The authorised sound level in the training and competition halls is limited to 80 dB resp.1000 Hertz (Hz).
- The national anthem during the award ceremony will be faded out after 45 seconds.

## 2.14 MEDICAL

### DOPING CONTROL

- Any doping is prohibited. A doping control can be requested at any time, in accordance with the FIG/UEG regulations. Doping controls will be carried out in accordance with the WADA/FIG regulations.

### MEDICAL CERTIFICATE – OFFICIAL DOCTOR

- Only the official doctor or his representatives are authorised to establish the necessary medical certificate.
- The documents of the delegation's medical staff shall first be approved and accepted by the FIG in order to be allowed to get accreditation as "Medical Staff".
- Official doctors:
  - Official doctor of the UEG: Dr. Jean-Bernard SOLIGNAC
  - Official doctor of the LOC: Proteccion Civil. Name to be confirmed at the Orientation Meeting

### 3.1 JUDGES' PANELS

According to the valid TR 2018 the composition of the 2 judges' panel consists of:

- Jury D (Difficulty)
- Jury E (Execution)
- Reference Judge

#### D - AND E - JUDGES

Each Federation participating with a team and a group and/or senior individual gymnasts may present two qualified judges who are registered on the list of FIG. The Federations participating with individual gymnasts and/or a group may present one qualified judge. A maximum of two judges per Federation will be called.

The selection of the judges is made by draw during the judges' meetings prior to each competition, taking into consideration the degree of the brevet (according to the Judges' Rules). The preference is always given to the judges with the highest qualification. It will be made as follows:

- D judges are drawn by federation among the judges with category I and II
- E judges are drawn by federation among the judges with category I, II and III

In Apparatus Finals, only judges whose federations do not have competitors, nor a No 1 reserve gymnast taking part, may be called upon to judge. The selection is made by drawing of lots.

### 3.2 SUPERIOR JURY

The whole Technical committee forms the Superior Jury. The TC President Mrs Maria Petrova functions as President of the Superior Jury.

### 3.3 JURY OF APPEAL

The Jury of Appeal is composed of 2 members of the UEG Executive Committee (one of them acting as President) and África Álvarez who was not involved in the decision of the Superior Jury and in the judging process of the apparatus concerned.

|                              |                |
|------------------------------|----------------|
| President of the Appeal Jury | Rudolf HEDIGER |
| Member of the Appeal Jury    | Paolo FRISING  |
| Member                       | Africa ALVAREZ |

### 3.4 CONTROL JURY

#### INDIVIDUALS - JUNIORS AND SENIORS

Body Difficulty – Elena Nefedova  
Apparatus Difficulty – Dominique Muller – Lauth / Marina Lobach  
Execution Artistry – Evangelia Tricomitis  
Execution Technical faults – Elena Aliprandi

4- Reference judges from the entered judges for Execution Technical faults

## GROUP COMPETITION SENIORS

Body Difficulty – Elena Nefedova

Apparatus Difficulty – Dominique Muller – Lauth / Marina Lobach

Execution Artistry – Evangelia Tricomitis

Execution Technical faults – Elena Aliprandi / Pancracia Sirvent Mut

2- Reference judges from the entered judges for Technical Execution

### **3.5 DRAWING OF LOTS OF THE JUDGES**

- All nominative drawings of lots of the judges will take place prior to the competitions in the Palacio Multiusos Guadalajara
- All inscribed judges have to be present every day.

### **3.6 JUDGES' COURSE**

- A judges' course will be organised for all judges at CMI at 9h00 on May 31<sup>st</sup>, 2018 (Thursday).
- All inscribed judges are obliged to participate.

### **3.7 SCORING AND DISTRIBUTION OF RESULTS**

- Smart Scoring will provide the official scoring service and management of the start lists, scores and results.
- The scores of the different exercises will be published on an electronic board indicating the number and name of the gymnast, the notes D and execution as well as the penalties and the final note.
- The secretary of the competition will provide after each competition through the delegation boxes the following information:
  - Starting order for All days of the competition
  - List of ranking after Qualifications Junior and Groups (Team)
  - List of qualified Junior gymnasts for Apparatus Finals after qualification
  - List of qualified Groups for Apparatus Finals after Multiple Competition
  - List of ranking after Multiple Competition Senior Groups
  - List of ranking after Apparatus Finals Senior Groups
  - List of ranking after Multiple Competition Final Individual Seniors
  - List of qualified Individuals and Groups for the European Games
- 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.

### **3.8 CONTROL VIDEOS**

- The control video system will be available for the Superior Jury.

### **3.9 INQUIRIES PROCEDURE**

- Inquiries for the difficulty scores only are allowed provided that they will be made verbally immediately after the publication of the score or at the very latest before the end of the exercise of the following gymnast. For the last gymnast of a rotation, this limit is one minute after the score is shown on the scoreboard. The person designated to receive the verbal inquiry will have to note the time of receiving it and this will start the procedure. Only the accredited coaches in the competition area will be entitled to submit an inquiry. Late verbal inquiries will be rejected.
- A federation will not be allowed to complain against a gymnast from another federation.



- The inquiry will have to be confirmed as soon as possible in writing, but **within 4 minutes** at the latest after the verbal inquiry and will require an agreement of payment of:
  - EUR 300.-- for the first complaint
  - EUR 500.-- for the second complaint and
  - EUR 1'000.-- for the third complaint.
- Should the inquiry not be confirmed in writing within 4 minutes, then the procedure will become obsolete.
- Should the inquiry prove correct and be accepted, this sum will not be invoiced.
- Every inquiry will be examined by the Superior Jury and a final decision, which may not be appealed, will be taken at the very latest:
  - At the end of the rotation (Sets) for the qualifying competitions, the all-around competitions
  - Before the score of the following gymnast is shown for the finals.
- The detailed procedure is laid down in the respective Technical Regulation.

### 4.1 TRANSPORTATION

#### INTERNATIONAL

- The international transportation costs are covered by participating delegations. The UEG and the Organizing Committee strongly recommend that each Federation take cancellation insurance for their international transportation.
- Accredited team delegations who:
  - will stay at one of the official hotels
  - booked their accommodation through the Organizing Committee and
  - filled in and returned to the Organizing Committee their “travel schedule” paper form for arrivals and departures by 4<sup>th</sup> May at the very latest

will be provided with local transport from Madrid Barajas-International Airport, to the official accommodation and back, based on the information received. Upon receipt of the schedules, further instructions will be provided to the Delegations as required.

#### LOCAL

- The LOC will organize shuttle buses from official Hotels to the Competition Venue and back.
- The LOC will organize buses for the farewell banquet.
- Shuttle buses timetables will be provided to the Heads of delegation upon arrival and will also be available at the hotels and in the LOC Office.

### 4.2 RECEPTION – DELEGATION ATTENDANT

- All delegations will be welcomed in the name of the LOC by a delegation attendant.
- In all hotels there will be attendants speaking different languages available for the delegations
- At the accreditation, the delegations will receive all necessary documents.

### 4.3 ACCREDITATION

- The accreditation will take place at Palacio Multiusos Guadalajara.
- Those delegations arriving late at night or towards morning can pass at the accreditation the next morning
- Accreditation cards will be distributed at the Accreditation Centre. The UEG accreditation rules will strictly be applied as the number of accreditation cards per each federation is concerned.
- In case of a lost or stolen accreditation card the Organizing Committee must be informed immediately. In case of losing the accreditation card, a new one will be issued for a fee of € 150.
- Additional accreditations cost € 150.-.
- Transferable cards may only be used by persons already accredited and must always be used in conjunction with the primary accreditation card. They are only transferable within the Federation’s official delegation and appropriate function. Lost transferable cards will not be replaced.
- Accreditations may not be transferred during an event and have to be visible at any time.
- For the accreditation process, only the Head of delegation (or his representative) is requested to present him/herself at the accreditation centre.
- The following items will be checked there with the Heads of delegation:
  - The passport of gymnasts and judges including all members of the delegations;
  - The licences of the gymnasts, physiotherapists and doctors;

- The medical insurance for the members of the delegations (except for gymnasts and judges);
  - Total payment of accommodation;
  - 1 CD of each music and the form with the duration and the author of the music has to be filled in; official titles/interpreters have to be indicated;
  - The Head of delegation has to check all accreditations;
  - Forms with the starting order;
  - National anthem and national flag
- If these forms are not presented during accreditation, participation in the European Championship will not be possible!
  - All Federations have to upload a recent photo of each delegation member on the LOC's website: <http://registration.rgeuro2018.com>. The deadline is **May 4<sup>th</sup>, 2018** (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx). Please clearly indicate the corresponding full name (with correct spelling) in the file title. Sending of photos in due time will prevent the delegations from waiting at the accreditation centre.

#### **4.4 DELEGATION BOXES**

- The information desk will be located at the Palacio Multiusos Guadalajara at the Accreditation center. The delegation representatives will need a card to access their boxes.
- All information regarding competition, warm-up, training, notification of meetings, transport, functions, results, start lists, as well as UEG and OC correspondences will be distributed via the delegation mailboxes.

#### **4.5 COACHES' ROUND TABLE DISCUSSION**

- The Coaches' round table discussion will take place on 30<sup>th</sup> May, 2018 from 16:30 to 17:30 at the CMI. A maximum of 3 Coaches per national federation are invited to participate in the Round Table discussion.
- A more detailed agenda and topics will be given to the federations on site in Guadalajara. As prior registration is required, each federation is kindly asked to send the attached inscription form to UEG Office by May 15<sup>th</sup>, 2018.

#### **4.6 FAREWELL BANQUET**

- The LOC will organise a final banquet at the conclusion of the event on Sunday - June 3<sup>rd</sup>, 2018 at 22h00 at Casino. All individuals booking their accommodation via the LOC will get their tickets without any additional payment.
- Those delegations not booking their accommodation with the LOC will need to contact the LOC in order to buy tickets for the banquet. The tickets for the final banquet (70 euros) must be paid to the LOC by May 4<sup>th</sup>, 2018.
- A dinner will be served.
- The official results as well as the Federation's relevant diplomas will be distributed during this banquet.
- The transport service to Closing Banquet will be advised via the Delegation mailboxes.

#### **4.7 ACCOMMODATION**

##### **Official-UEG Hotel**

**AC \*\*\*\***

(1,6 km. / 3 min. P. Multiusos)

Av. del Ejército, 6, 19004 Guadalajara

## Category I

### **AC \*\*\*\***

(1,6 km. / 3 min. P. Multiusos)

Av. del Ejército, 6,  
19004 Guadalajara

### **TRYP \*\*\*\***

(5,5 km. / 8 min. P. Multiusos)

Av. Eduardo Guitián, 7,  
19002 Guadalajara

## Category II

### **PAX \*\*\*\***

(2,9 km. / 6 min. P. Multiusos)

Av. Venezuela, 15,  
19005 Guadalajara

## Category III

### **TORCAL \*\*\***

(5 km. / 7 min. P. Multiusos)

Pol. Ind9. Cabanillas del Campo, A-2/Vía de Servicio, Km. 51,  
19171 Cabanillas del Campo (Guadalajara)

### **AZUQUECA \*\*\***

(13 km. / 12 min. P. Multiusos)

Ctra. de Alovera S/N. 19200  
Azuqueca de Henares (Guadalajara)

### **MIRALCAMPO \*\*\***

(15,3 km. / 15 min. P. Multiusos)

Av. de Alcalá,  
19200 Azuqueca de Henares (Guadalajara)

### **IRIS \*\***

(3,4 km. / 6 min.)

Poligono El Balconcillo, Calle Trafalgar, 74, 19004 Guadalajara

## ESPAÑA \*\*

( 1,8 KM. / 5 min. P. Multiusos)

Calle Teniente Figueroa, 3, 19001 Guadalajara

### 4.8 MEALS

- Breakfast will be served at the hotels and is included in each hotel booking.
- All meals will be provided at the official hotels and hostels.
- Free local transportation will allow all delegations to arrive on due time to the lunch and dinner times.
- The LOC will also arrange with the hotel and hostels the chance to have some lunch packages ready for those participants not willing or able to return to their accommodations during the event.

### 4.9 MEDIA

For media accreditation please use the link shown on the UEG website [media.fig-gymnastics.com](http://media.fig-gymnastics.com).

Deadline for media accreditation: May 6<sup>th</sup> , 2018.

**The members of the UEG/EC/TC will handle unforeseen incidents or events that might occur during these championships.**

### 4.10 IMPORTANT DEADLINES:

|  |  |
|--|--|
| Final Payment of the accommodation costs   | May 4 <sup>th</sup> , 2018               |
| Nominative Registration Form   | May 4 <sup>th</sup> , 2018               |
| Payment of the entry fees to the UEG   | May 4 <sup>th</sup> , 2018               |
| Form to be completed for apparatus chosen by junior gymnasts   | May 4 <sup>th</sup> , 2018               |
| Publicity Form (if necessary)  | At the orientation meeting at the latest |
| Visa Request Form  | March 1 <sup>st</sup> , 2018             |
| Travel Schedule Form   | May 4 <sup>th</sup> , 2018               |
| Sending of photos to accelerate accreditation process  | May 4 <sup>th</sup> , 2018               |
| Deadline for Media Accreditation   | May 6 <sup>th</sup> , 2018               |
| Form with the duration and the author of the music   | May 18 <sup>th</sup> , 2018              |
| Last possibility for the Heads of delegations to hand over the definitive confirmation of the starting order | At the orientation meeting               |

**Maria PETROVA**

**President of the TC-RG/UEG**

Guadalajara/Lausanne, April 2018