

Annex

Framework Conditions

IRV Junior Team World Championships (IRV Junior TWC)

&

IRV Senior Team World Championship (IRV Senior TWC)

This document presents the General Framework Conditions for
IRV Junior Team World Championships & IRV Senior Team World Championships

Content

- 1 Time Frame**
- 2 Accommodation**
- 3 Food**
- 4 Competition Hall**
 - 4.1 Additional Rooms**
 - 4.2 Equipment**
- 5 Wheels and other apparatus**
- 6 Award Ceremonies**
- 7 Local and IRV Personnel**
- 8 Invitation to participating countries**
- 9 Press and Marketing**
- 10 General Information**
- 11 Annex: Personnel Requirements**

1 Time Frame

The Time Frame for the official events within the IRV Junior World Championships & IRV Senior Team World Championships comprises two/three days (one day competitions + one/two days of official side events). The dates for the championships **should include the Ascension Day holiday**. Other dates desired by the organiser will be taken into consideration where possible. Included in this Time Frame are the following competitions and official side-events:

Competitions:

- Juniors Team World Championship
- Senior Team World Championship

Official Side-Events:

- Delegation/ Competition Meeting (arranged and planned by the IRV)
- Judging Seminar (arranged and planned by the IRV)
- Farewell-Party (arranged and planned by the organiser)

The IRV Junior Team World Championships (IRV Junior TWC) & IRV Senior Team World Championship (IRV Senior TWC) usually start with the arrival of the delegations on Friday or Saturday of the event weekend. The first official event takes place on Saturday morning (Training Juniors). The IRV Junior TWC & IRV Senior TWC end with the last competition (IRV Senior TWC) and the Farewell-Party on Saturday evening. Sunday is departure day.

Day	Competitions/Official Events
Friday	Arrival of the delegations
Saturday	a) Arrival of the delegations b) IRV Juniors Team World Championships c) IRV Senior Team World Championships d) Farewell Party
Sunday	Departure

2 Accommodation

The organiser provides a list of hotels, cheaper quarters (e.g. youth hostels with dorms or multi-bed rooms) for the delegations.

The organiser is responsible and pays for providing suitable hotel accommodation for the IRV Board members and members of the Technical Commission (for number of IRV personnel see extra Annex "Personnel Requirements").

3 Food

The organiser should provide a lunch and dinner arrangement within the Competition Hall or in close proximity on the competition day (Saturday only). Meals and drinks should be sold for reasonable prices.

4 Competition Hall

Sports hall or other hall with sprung floor and a PVC or parquet floor surface (Other floor surfaces only after approval by the IRV Competitions Officer). The size of the floor should be about 27m x 45 m. The hall should have a seating capacity of approximately 300 to 500 people.

It would be nice to have a separate warm-up hall.

4.1 Additional Rooms

- a) **First Aid Room:**
There must be a first aid room with first aid equipment: table, chair, stretcher. The local organiser must have at least two qualified first aid staff (including relevant equipment) on duty during warm-up and competition. The local organiser must make sure that ice bags and similar first aid equipment for immediate use in the sports hall are available at all times.
- b) **Changing Rooms competitors:**
There must be separate male/female changing rooms and showers for the competitors.
- c) **Changing Rooms judges:**
There should be two changing rooms for the judges + one room for judges and/or competition jury meetings
- d) The local organiser must also provide an **efficient photocopier** and **enough paper** to feed the machine.

4.2 Equipment in the Competition Hall

- a) The following number of chairs and tables must be available for the judges and competition officials.

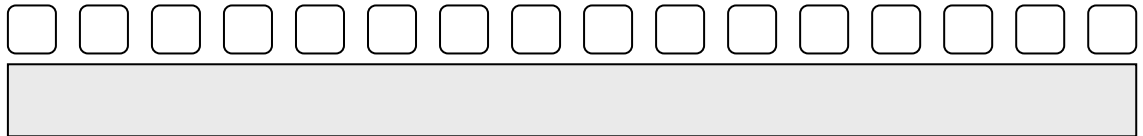
Judging panels 15 seats

Other:

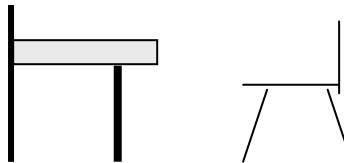
- Competition committee: 4 seats
- Scoring officials: 2 seats
- Competition announcers: 2 seats

The tables and chairs are set up in a row. All the tables must be covered and there should be a 15-20 cm screen at the edge of the table. During the All Around competition the tables for the judging panels are placed alongside the relevant competition area. For the finals (individual and team) the tables are in one long row (see below).

Seen from above:



Seen from the side:



In addition to the above mentioned number of chairs, there must be an extra 5 - 6 chairs in reserve (e.g. for the judges at the spiral competition areas).

- b) There must be a multiple electricity source at one end of the row of tables.
- c) There must be a projector with screen to show the scores (or at least scoreboards for the competition area) and information for the spectators. Helpers to operate the scoreboard must be provided by the local organiser.
- d) A good quality microphone/PA system must be available for the **announcer**. Important: It must be possible to hold the opening and closing speeches as well as award ceremonies from the middle of the hall (using an extension cable or cordless microphone). There should be at least two microphones in the hall.
- e) There must be a good quality **sound system (computer – mp3 files)** for the marching in music and the straight-line routines to music. Helpers to operate the music must be provided by the local organiser.
- f) There should be two portable **mp3 CD players** for warm-up (straight-line to music).
- g) **The competition hall must be suitably decorated/equipped for the occasion, e.g.:**
- Banner with the name of the event
 - Plants, Flowers
 - Flags of all participating nations
 - The competition area should be cordoned off from the spectators.
 - There must be a four 'sitting areas' (5 chairs, large enough sofa), where the 4 gymnasts + 1 coach sit during the competition. Those areas must face the main stands and are located two per side. They must be suitably decorated (e.g. flowers, plants, national flag of the nation, space for sponsors, etc ...). There must also be 4 smaller gymnastics boxes or similar devices to hold the Joker Cards.
 - A plan for the competition areas will be provided by the IRV Competitions Officer.
 - The wheels should not be in the competition hall during the competition.
 - If there is no warm-up gym (or similar) or suitable apparatus store rooms, the wheels must be kept behind a screen, curtain or similar.
 - If possible, participants should be able to warm up in a separate sports hall. If this is not possible, the warm-up area must also be screened off from the competition area (see previous point).

5 Wheels and other Apparatus

- a) The local organiser is responsible for providing a sufficient number of normalised-wheels. The following sizes and numbers are usually needed:

1,80m = 1x	1,85m = 1x	1,90m = 1x	1,95m = 1x	2,00m = 1x
2,05m = 2x	2,10m = 2x	2,15m = 2x	2,20m = 2x	2,25m = 2x
2,30m = 2x	2,35m = 2x	2,40m = 1x	<u>2,45m = 1x (if possible)</u>	

The exact number and sizes of wheels needed will be communicated to the local organiser by the IRV Competitions Officer immediately after the registration deadline.

- b) Participants are only permitted to use their own wheels in competition after consultation with the IRV Competitions Officer.
- c) In addition to the wheels, one **vault station** is needed for training and competition. The vault station consists of two crash mats (these **must not be trodden through**) and two **landing mats the same size as the crash mats**. The size of the crash mats mustn't be smaller than 3,00m x 2,00m x 0,30m (length x width x height). There should also be at least four smaller gym mats in the sports hall.
- d) If the local organiser borrows wheels (e.g. from other clubs), it is recommended to take out a third party insurance or to check that the club insurance will cover possible damage to the apparatus.
- e) The local organiser will be informed if there is a need for other apparatus (in addition to wheels and crash mats).

6 Award Ceremonies

The IRV is responsible for the award ceremonies and provides a detailed Award Ceremony Storyboard. The following general guidelines apply to all award ceremonies:

- An award ceremony podium must be set up after the end of each competition. The podium must be decorated according to the occasion.
- Suitable music must be available for the participants to march in and out.
- The local organiser should invite sponsors, guests of honour etc. to hand over the medals and diplomas
- The local organiser must have the national anthems of all participating nations available (mp3)

- a) **The following awards are provided by the IRV and/or the local organiser**

Competition	Provided by IRV	Provided by local organiser
IRV Junior Team World Championship	Medals for 1st - 3rd place	Trophies for 1st - 3rd place → one per team
	Certificates for all gymnasts	
IRV Senior Team World Championship	Medals for 1st - 3rd place	Trophies for 1st - 3rd place → one per team
	Certificates for all gymnasts	

b) **The following numbers of trophies are needed**

Competition	Number of Trophies
IRV Junior Team World Championship	3 trophies (1st place, 2nd place, 3rd place)
IRV Senior Team World Championship	3 trophies (1st place, 2nd place, 3rd place)
Spare Trophies	Please have some spare trophies ready in case of teams sharing places.

c) **The following “awards” should/can be provided by the local organiser:**

Competition	Provided by local organiser
IRV Junior Team World Championship	presents for all participants (16) + coaches
IRV Senior Team World Championship	presents for all participants (16) + coaches

d) **The local organiser should also provide presents for the judges.**

8 Local and IRV Personnel

a) The local organiser must provide a certain number of volunteers to support the IRV personnel in their work, e.g. assist the judging panel/s, help giving out and taking back wheels, set up the podium for the award ceremonies etc. The exact number of volunteers needed is communicated to the local organiser by the IRV Competition Officer.

b) The IRV will conduct the Championships with a certain number of own personnel.

- IRV President
- Head of Gym Wheel Competition
- Head of Cyr Wheel Competition
- Competitions Officer
- Head of Judging Gym Wheel
- Head of Communications

The local organiser must cover their relevant costs (accommodation and food). For further staff and information see extra annex “Personnel Requirements” at the end of this document.

c) The local organiser must provide a speaker/speakers that “present” and lead through the competitions, award ceremonies etc. Most of the information/results etc. must also be presented/announced in English.

d) The local organiser must provide the personnel to operate the music during warm up and the competitions.

9 Invitation to participating countries

- a) The invitation to the IRV Junior TWC & Senior TWC is prepared by the IRV Competitions Officer.
- b) The local organiser sends the IRV Competitions Officer the necessary information about the non-competition timetable, arrival, hotel/accommodation information, drinks and meals arrangement and possible non-competition activities.
- c) A representative for the local organiser should be able to provide help with hotel information.

10 Press and Marketing

- a) The local organiser informs the local, regional and national press and is also responsible for press contacts during the event.
- b) The local organiser works intensively to try to attract television interest in the event.
- c) A close working relationship should be established with the IRV Officer for Public Relations.
- d) The local organiser is responsible for advertising by way of poster, local/regional press as well as radio and television.
- e) A programme for the event including a timetable and list of participants should be available for the spectators.
- f) The local organiser must look for grants and sponsorship in order to minimise the financial risk of the event.

11 General Information

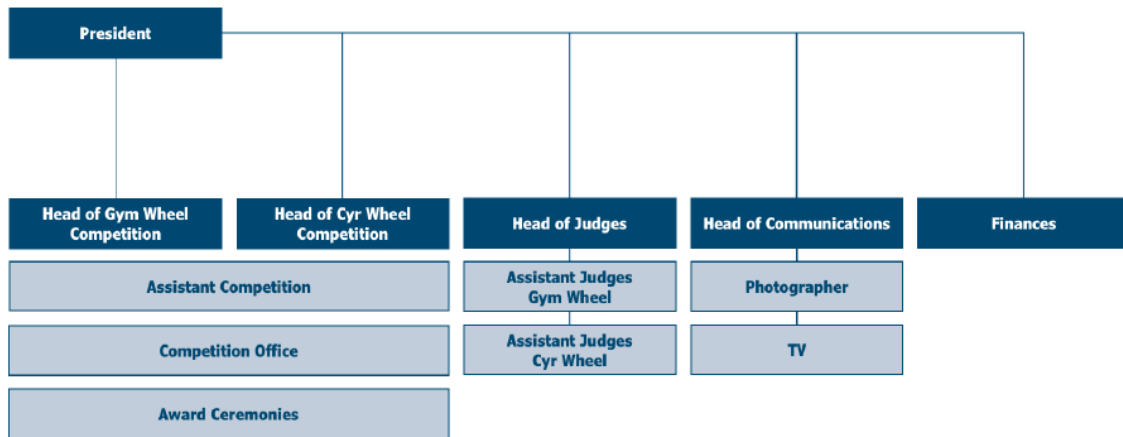
- a) All information must be provided at least in English. This also applies to the presentation of the championships. The local organiser must appoint a suitable person(s) for this job. In order to provide the announcer(s) with the necessary information, a close co-operation with the IRV Officer for Public Relations is important.
- b) A small cultural programme for athletes and tourists could also be offered.

Annex

Personnel Requirements

Junior Team World Championships & Senior Team World Championships

The following personnel requirements must be fulfilled for the implementation of IRV competitions:



The personnel requirements can be fulfilled by the IRV (whereby the local organiser covers the relevant costs) or by suitably qualified personnel provided by the local organiser. The IRV has the deciding responsibility regarding who takes on which position.

#	Position	Staffed by
1	President	IRV
2	Head of Gym Wheel Competition	IRV
3	Head of Cyr Wheel Competition	IRV
4	Competitions Officer	IRV
5	Head of Judging Gym Wheel	IRV
6	Head of Communications	IRV
7	Award Ceremonies	
8	Photographer	
9	TV (Livestream)	