



**MANITOBA GYMNASTICS ASSOCIATION**

**WOMEN'S TECHNICAL COMMITTEE**

**REGULATIONS**

**October 2021**

## TABLE OF CONTENTS

### **SECTION I - Objectives, Structure and Operation of the WTC**

Objectives.....	3
Composition.....	3
Duties.....	4
Meetings.....	5
Reporting and Responsibility.....	5
Changes to the Women's Technical Regulations.....	6
Structure of Sub-Committees.....	6
Provincial Awards.....	6

### **SECTION II - Manitoba Competitive Structure**

Competition Levels.....	7
Eligibility.....	7
Club Transfers.....	7
Equipment Standards.....	7
Competitive Rules.....	7
MGA Competitions.....	8
Sanctioning.....	9
Awards.....	9
Mobility.....	10

### **SECTION III - Selection of Teams Representing the Province**

Gymnasts.....	11
Judges.....	13
Coaches.....	13
Rules and Philosophy of Teams Representing Manitoba.....	14
Manitoba Teams - Uniforms.....	15
Reporting.....	15

### **SECTION V - Technical Appendices**

APPENDIX A - Petition Process.....	16
------------------------------------	----

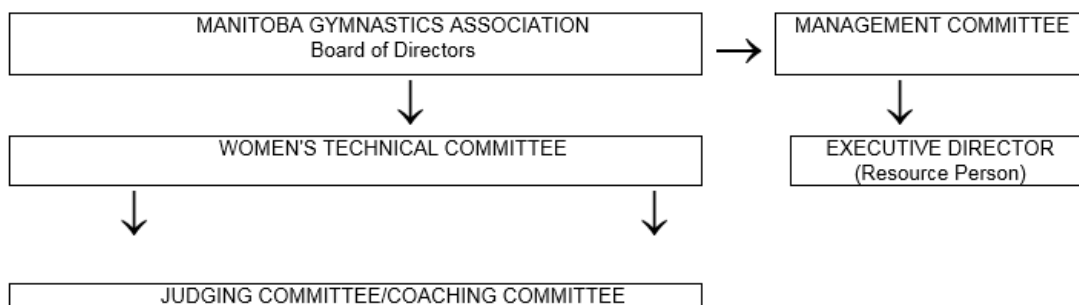
**SECTION I - OBJECTIVES, STRUCTURE AND OPERATION OF THE WOMEN'S TECHNICAL COMMITTEE (WTC)**

Article 1 - Objectives

- 1.1. The objectives of the WTC of the Manitoba Gymnastics Association (MGA) are:
  - 1.1.1. To develop programs to upgrade gymnasts, coaches, and judges at the provincial, national and international level.
  - 1.1.2. To establish and enforce technical regulations for the conduct of Women's Gymnastics in the Province of Manitoba in accordance with the rules of Gymnastics Canada Gymnastique and with the policies of the MGA.
  - 1.1.3. To upgrade and raise the profile of Women's Gymnastics in Manitoba.

Article 2 - Composition of WTC

- 2.1. The Technical Committee will consist of:
  - 2.1.1.1. Chairperson
  - 2.1.1.2. Vice-Chairperson
  - 2.1.1.3. Judging Chairperson
  - 2.1.1.4. Coaching Chairperson
  - 2.1.1.5. Each member competitive club with provincial and/or national competitive gymnasts shall have the right to appoint one voting representative.
  - 2.1.1.6. Regional Stream Representative (ex-officio) to attend meetings as required when Regional Stream topics are under consideration.
- 2.2. The Executive Director and MGA President are ex-officio, non-voting members.
- 2.3. To be a member of the WTC, an individual must be a member in good standing of the MGA.
- 2.4. The Chairperson is elected for a two (2) year term at the MGA Annual General Meeting every uneven year.
- 2.5. The Vice-Chairperson and Coaching Chairperson are elected for a two-year term by the WTC. The election will occur at the first WTC meeting of the new season. Four weeks' notice will be given for nominations.
- 2.6. The Judging Chairperson is elected by the Judging Committee every 2 years and ratified by the WTC.



### Article 3 - Duties of WTC

- 3.1. The functions of the Technical Committee are:
  - 3.1.1. To be directly responsible to, accountable to and report to the Executive Committee of the MGA, through the Technical Chairperson, on:
    - 3.1.1.1. all technical policy
    - 3.1.1.2. all short and long-term plans and objectives
    - 3.1.1.3. all technical budgets
  - 3.1.2. To appoint sub-committees

### Article 4 - Duties of WTC Members

- 4.1. Chairperson
  - 4.1.1. To call and chair all meetings of the Technical Committee and to ensure that proper minutes of such meetings are kept.
  - 4.1.2. To represent the Technical Committee at Executive Meetings of the MGA.
  - 4.1.3. To provide leadership and coordination to the Technical Committee and further the objectives of the Committee and the MGA.
  - 4.1.4. To initiate the formation of sub-committees as required, through the Technical Committee for Regional, Provincial and National Committees.
- 4.2. Vice-Chairperson
  - 4.2.1. To assume all the duties of the Technical Chairperson in the absence of the Chairperson.
  - 4.2.2. To act as Chairperson, should the office of the Chairperson become vacant, until the Executive may appoint a successor.
  - 4.2.3. To carry out such other duties as the Committee may assign.
- 4.3. Judging Chairperson
  - 4.3.1. To be responsible for the improvement of officials in the Province, from Regional to National Stream through such methods as the Committee may determine.
  - 4.3.2. To maintain an up-to-date list of all registered judges.
  - 4.3.3. To submit Judges' Minutes/Reports and Judging requests to WTC.
  - 4.3.4. To carry out such other duties as the Committee may assign.
- 4.4. Coaching Chairperson
  - 4.4.1. To be responsible for the improvement of coaching skills in the Province, from Regional to National Stream, through such methods as the Committee may determine.

4.4.2. To carry out such other duties as the Committee may assign.

#### Article 5 - Meetings

- 5.1. The Technical Committee shall hold regular meetings at least once every two months.
- 5.2. Observers are welcome to attend meetings but shall not have the right to speak without permission from the Chair. They will not have the right to vote.
- 5.3. The Chairperson, or in his/her absence, the Vice-Chairperson, shall call all meetings of the Technical Committee and give five days' notice of the meeting by mail, or two days by phone/fax or email.
- 5.4. Each officer of the Technical Committee and each member club shall have one vote.
- 5.5. No proxy votes are allowed.
- 5.6. Four votes will make up a quorum when the following individuals are in attendance: Chairperson or Vice Chairperson, Coaching or Judging Chairperson, 2 clubs other than those represented by Chairpersons. As long as the "Chair's" club has another representative at the meeting, that club may be included in the number required to form a quorum.  
  
If five votes are present, the complement of votes does not need to be as designated as above.  
(Conference calls on specific issues will be permitted for out-of-Winnipeg WTC members)
- 5.7. Provincial Stream topics will be placed first on the agenda to permit clubs whose interest only lies in this program to attend the first portion of the meeting.
- 5.8. Motions arising at any meeting shall be decided by a simple majority of votes cast.
- 5.9. The Chairperson shall have the right to vote on all questions, but in the event of a tie, the motion shall be declared lost.
- 5.10. The Chairperson or Vice-Chairperson shall call a meeting of the Committee at any time on the request of any three members of the Committee, the requisition clearly stating the business to be conducted at the meeting.
- 5.11. The Chairperson and/or Vice-Chairperson reserves the right to place on the agenda items which are presented in written form, prior to the meeting being called to order.
- 5.12. All meetings will follow rules and regulations in order identified in Roberts Rules of Order.
- 5.13. Any requests for a decision to be made by the WTC by email must be submitted to the WTC Chairperson, cc. Executive Director. The Executive Director will circulate the request, receive the votes and distribute the result of the vote delineating each WTC member's vote.

#### Article 6 - Reporting and Responsibility Regulations of the WTC

- 6.1. The gymnastics year, for purposes of these regulations, shall be from the day following the Annual General Meeting to the date of the next Annual General Meeting.
- 6.2. The Executive Director shall be the recorder of all minutes. The minutes will be distributed to the WTC within 3 weeks of the meeting.

- 6.3. The members of the WTC are responsible for ensuring that their current mailing and email addresses are known to the Chairperson and shall advise in writing of any changes in address.
- 6.4. The Chairperson shall present in writing, to the MGA Executive, any motions made by the WTC requiring ratification by the MGA Executive.
- 6.5. The Chairperson must present all matters requiring ratification by the MGA Executive in the manner that they have been determined by the Committee majority.

#### Article 7 - Changes to the Women's Technical Regulations

- 7.1. All changes to the Women's Technical Regulations and Appendices must be put in the form of a motion and distributed to all voting members two weeks prior to the meeting at which time the vote will be called. The motion must have a seconder before being open for discussion.

#### Article 8 - Structure for Subcommittees

- 8.1. A maximum of three voting members of the WTC may sit on a sub-committee. This will ensure that the sub-committee never has a majority influence. As many members as necessary to complete the task may sit on the sub-committee. These members may not be members of the WTC.
- 8.2. The recommendations brought forth by the sub-committee will be carried by a simple majority of the sub-committee members.

#### Article 9 - Provincial Awards:

- 9.1 The following awards will be presented to gymnasts at the Annual MGA Awards Event.
  - 9.1.1. CCP Level 9 – Kathleen Finnegan-Leipsic Award: Highest ranking AA gymnast based upon results of MB Open Championships.
  - 9.1.2. CCP Level 10 – Bonnie and Lynnette Wittmeier Award: Highest ranking AA gymnast based upon results of MB Open Championships.
  - 9.1.3. Junior High Performance – Katie McAvoy Award: Highest ranking AA gymnast at Canadian Championships.
  - 9.1.4. Senior High Performance – Monica Goermann Award: Highest ranking AA gymnast at Canadian Championships.

## **SECTION II - MANITOBA COMPETITIVE STRUCTURE**

### **Article 1 - Competition Levels**

#### 1.1. Age Classifications

- 1.1.2 All petitions must be submitted in writing 30 day prior to the competition for a gymnast who is not 8 years old age for Provincial Stream. Petitions must be submitted to the WTC Chairperson, cc. the Executive Director. The Executive Director will circulate the petition, receive the votes, and distribute the result of the vote delineating each WTC member's vote. The WTC will determine if the petition is acceptable.
- 1.1.4 National Stream: CCP Levels 9 and 10: As per Western Canadian Championship Technical Regulations and [Canadian Championship Eligibility Requirements](#).

### **Article 2 - Eligibility for Competitions**

- 2.1. All competitors in MGA Sanctioned competitions must be MGA and Gymcan members in good standing. An athlete who has paid and registered with MGA is automatically a Gymcan member.
- 2.2. All competitive athletes must be registered as of October 31<sup>st</sup> or three weeks prior to their first competition.

### **Article 3 - Club Transfers**

- 3.1. A gymnast must not register with more than one club as a competitive athlete. All gymnasts must wait 90 days before competing for a different club, they can compete as an independent athlete during the 90 days. The 90-day waiting period commences when the [transfer form](#) is received and date-stamped by the Administrative Assistant at the MGA Office. An email response to the receipt of the [transfer form](#) will be sent by the Administrative Assistant with the Registrar cc'ed and to the receiving club within seven calendar days.
- 3.2. A gymnast may compete unattached (implying that she will not wear the uniform of any club for that period) until the 90 days waiting period has elapsed. An unattached gymnast is eligible for awards and team placement but does not qualify for coach's points in selection of a team coach or for team points in team competition.
- 3.3. As of August 31, preceding the new competitive season, all gymnasts may register with a club of their choice with no waiting period.

### **Article 4 - Equipment Standards**

- 4.1 Equipment specifications can be found in the [CCP Manual](#) and [WAG Equipment Specifications and Measurement](#).
- 4.5. Equipment to be used should be listed in the competition information and any regulations that the host club decided upon should be adhered to.

### **Article 5 - Competitive Rules**

- 5.1. All competitions will follow [CCP](#) Code of Points for Provincial and National Stream competitions and the FIG Code of Points for High Performance competitions unless otherwise stated herein.
- 5.2. Gymnasts must compete on an All-Around basis.

- 5.3. All competitors in MGA sanctioned competitions must be Gymcan or USGA members.
- 5.4. The draw for the Manitoba Open and selection competitions will be by a minimum 2 of the following: Meet Director, the Executive Director and Technical Chairperson (or designate) at a published time and location. The draw will provide that a club will not have competitors first up on more than two events to start the competition.
  - o The draw will provide that a club will not have competitors first up on more than two events to start the competition.
  - o A maximum of 10 gymnasts per rotation will be allowed. If necessary, a fifth group will be formed and each group will have a "bye".
  - o If a rotation has more than 7 gymnasts, the gymnasts will warm up and compete in two groups. (i.e. warm up 4, and compete; warm up next 4 and compete).
- 5.5. Final score sheets of any competition (including every competitor) should be printed and distributed, by the Meet Director and one copy for each participating club. Following the competition, the score sheets should be emailed to the Executive Director. Score sheets should indicate: Name/Club/AA/ Olympic order for event results - Vault, Bars, Beam, Floor.
- 5.6. Entry fees will be refunded due to injury, illness, or circumstances beyond control (weather) upon receipt of a Doctor's certificate. The maximum of \$40.00 administration fee will be retained on each refund. The administration fee must be listed on competition invitation.
- 5.7. Entry fees for Manitoba Open Championships will be \$125.00 per competitor. Any entry sent after the registration deadline but 5 days before the competition will be accepted with a \$10.00 late penalty fee. No entries will be accepted after this 5 day period.
- 5.8. Entry fees for Provincial Championships will be \$125.00 per competitor.
- 5.9. All appeals (protests) must be in writing and must be submitted to the Meet Director by the coach within fifteen minutes of the conclusion of the event rotation. The protest fee must accompany the written appeal which will be presented immediately to the Competition Head Judge, who will consult with the event Head Judge. The fee will be returned only if the appeal is granted. The fee will be \$15.00. The fee will be entrusted to the WTC budget for program activities, as determined by the WTC. A protest submitted by means of, or in conjunction with, any form of media will not be accepted. The Competition Head Judge will consult with the Event Head Judge, who in turn will consult with her panel to determine if the protest will be granted or denied. Both the Competition Head Judge and Event Head Judges will be available after the competition for questions or clarifications.
- 5.10 A coach must not question any judge concerning a score except by a proper protest. A coach may request clarification from the Event Head Judge after the completion of the meet.
- 5.11 Coaches and athletes on the competition floor must be located sufficiently away from any judge so as not to hinder her deliberation or hinder the confidentiality of a judge's conference, as enforced by the Meet Director.
- 5.12 At Provincial DP 5 and CCP6 - 10 and FIG Competitions the Start Value and Score will be flashed after each routine.

## Article 6 - MGA Competitions

### 6.1 Hosting a Provincial Championship Meet



- 6.1.1. The Host Club for any Provincial Championship Competition will consult with the Executive Director to that the entry forms contain all required information, and that the rules of said competition are known by the Meet Director.
- 6.1.2 All entry forms will be distributed by the MGA on behalf of the Host Club and all forms, fees, and releases will be returned directly to the Club, to be accounted for completely in the post competition report.

## 6.2. Manitoba Open Championships

### 6.2.1 Schedule

- Day 1: Level 10 gymnasts. Those not qualifying for Canadians or Westerns in Level 10 may compete in Level 9 on Day 2.
- Day 2: Level 9 gymnasts. Those not qualifying for Canadians or Westerns in Level 9 may compete in Level 8 on Day 3.
- Day 3: Level 8 gymnasts.
- A gymnast is only allowed to drop one level /compete a maximum of 2x during the Manitoba Open Competition.

6.2.2 An athlete may compete in a higher age group but may not drop back in later years in the Manitoba Opens or any other National Stream Meet, unless the WTC had requested an athlete to represent the Province in a higher category.

6.2.3 Athletes in HP categories will be automatically placed on the Westerns Team as a Level 10, if they wish to compete.

6.2.4 Manitoba Opens will be determined 2 years in advanced and will rotate amongst the interested clubs. The schedule is as follows

- 2022 – Panthers Gymnastics
- 2023 – Springers Gymnastics
- 2024 – Panthers Gymnastics

## 6.3 CCP 5-7 Provincial Championships

6.3.1 Provincial Champions in the DP 5 and CCP 6-7 will be determined by this competition.

6.3.5. Provincial Championships will be determined 3 years in advanced and will rotate amongst the clubs. The schedule is as follows:

- 2022 – Springers Gymnastics
- 2023 – Winnipeg Gymnastics Centre
- 2024 – Keystone Kips Gymnastics
- 2025 – Panthers Gymnastics

6.4. All athletes may choose to wear shorts in competition. Shorts must be part of the official club or provincial team uniform.

6.5. For the 2021-2022 Competitions season, athletes may choose to wear masks while performing. No deductions will be applied.

## Article 7 - Sanctioning

7.1. All meets held in Manitoba and utilizing MGA officials on a formal basis must be sanctioned by paying the mandatory [MGA Sanction Fees](#) as per MGA Policy and must follow the [MGA Sanction Policy](#).

Article 8 - Awards

8.1. The following minimum guidelines are to be used:

- |   |                                |
|---|--------------------------------|
| 8.1.1. 5 or less competitors              | 1-3 All Around, 1-3 for events |
| 8.1.2. 6 - 10 competitors (inclusive)     | 1-3 All Around, 1-5 for events |
| 8.1.3. 11 - 20 competitors (inclusive)    | 1-8 All Around and for events  |
| 8.1.4. 21 or over competitors (inclusive) | 1-10 All Around and for events |

Article 9 - Mobility

9.1 All gymnasts will compete in the level which the gymnast's coach deems appropriate. Note: Gymnast may be in same or higher level from the previous competitive season.

### **SECTION III - SELECTION OF TEAMS REPRESENTING THE PROVINCE**

#### **Article 1 - Gymnasts**

- 1.1. General Philosophy and Regulations
  - 1.1.1. In order to select gymnasts of the highest caliber, selection meet(s) must be held in a competitive site where FIG equipment standards are available.
  - 1.1.2. A majority vote by the WTC is required for petitions. No points will be awarded to petitioned athlete's coach.
  - 1.1.3. Carded and High-Performance athletes with National Team commitments may request to be excluded from selection meets. The request shall be in writing to the Executive Director no later than the entry deadline, and shall detail the National Team commitment. The request will be granted if the selection meet interferes with her National Team commitments. Team placement of these athletes will be considered by the WTC, assuming good health at the time of the scheduled event and good performance in most recent National or Elite Canada meets. An acceptable period of pardon from a selection meet for a carded athlete is 3 weeks prior to a National Team commitment and 1 week after arrival at home.
  - 1.1.4. Carded and High-Performance athletes will, whenever possible, take part in Provincial Selection Meets and Manitoba Opens; and will represent Manitoba on all Provincial teams, as long as such competitions do not interfere with the National Team training schedule or obligations.
  - 1.1.5. Where more than one day of competition is specified for team selection, an athlete may be absent from competition only by written request to the Women's Technical Committee. Illness, injury documented by a medical certificate, or a personal family catastrophe or National Team commitment are the only acceptable reasons for accepting an absence from selection meets.
  - 1.1.6. No physically injured athlete will be sent with a team. A team member who is not capable of performing full routines at the last practice (to be held the week prior to departure) will not be sent with the team. The Team alternate will be sent. If an athlete is unable to attend a team practice, the athlete must be evaluated by a judge and the team coach to be sent with the team.
  - 1.1.7. If a gymnast is sick or injured and is unable to participate on the team, the coach must inform the MGA Executive Director, the WTC Chairperson and the coach of the team to determine if it is possible to replace the gymnast. The matter must be brought to the attention of these individuals as soon as possible. The next gymnast may be sent.
  - 1.1.8. The WTC will determine the time and place for team practices. The content of the team practices will respect the individual gymnast's training program and include the performance of routines in a non-competitive environment.
  - 1.1.9. Teams representing the province will be ratified at the first MGA Executive meeting following the Selection Competition.

1.1.10. All gymnasts, coaches and officials representing Manitoba must adhere to the [Code of Conduct and Provincial Team Code of Conduct](#).

## 1.2. Selection of Teams Representing the Province

### 1.2.1. Western Canadian Championships

1.2.1.1. For eligibility for the Western Canadian Championships please refer to the Western Canadian Championships Policy and Technical Manual.

1.2.1.2. Selection is based entirely on Manitoba Opens results. If there are not enough competitors in an age group to complete a team, the Technical Committee may select representatives using results from other categories in that year's Manitoba Opens.

1.2.1.3. It is possible that a team may not be sent for each category. In this case, results from two or more categories may be used to select the team for the higher category

1.2.1.4. In the event of a tie for 6<sup>th</sup> place, or alternate position, if both gymnasts are age eligible the tie will be broken using their highest event score. If there is still a tie the next highest event(s) will be used until the tie is broken.

1.2.1.5. To qualify for Western Canadians gymnasts must compete at Manitoba Open Championships and rank to qualify for a team in their age group/category or in a higher age group or category.

1.2.1.6. The top placing gymnasts from Manitoba Open will be placed on a team regardless of age category but with respect to age requirements. Beginning with the first placing gymnast, teams will be filled at the discretion of the gymnast's coach, until all teams are complete.

### 1.2.2. Canada Games

1.2.2.1 For Team Composition and Eligibility Requirements please refer to the CWG Technical Regulations.

1.2.2.2 CCP9 athletes can try out for the Canada Winter Games team. If they do not make the team, they are able to return to CCP9 following the trials competition.

1.2.2.3. Selection Process:

1.2.2.3.1. There will be two selection meets. All gymnasts must compete at both meets. The gymnasts' score for qualification will be determined by her total AA score over both days of competition. The top 6 AA finishers will be named to the team, with the 7<sup>th</sup> place finisher named to the alternate position.

1.2.2.3.2. Petitions will be considered for medical reasons only due to injury, health or extenuating circumstances. Petitions for gymnast must be submitted by the gymnast's coach, in writing to the WTC, prior to the qualifying competition, stating the reason for the petition, justification and a doctor's certificate (if applicable). The doctor's certificate should include prognosis diagnosis and estimated time for recovery.

- 1.2.2.3.3. Petitions will only be accepted after the qualifying competition if the gymnast is injured during the qualifying competition.
- 1.2.2.3.4. Results from previous national sanctioned competitions in Canada, i.e. Canadian Championships, will be considered when reviewing the petitions. A majority vote of the WTC will determine if a petition will be accepted. In the case the petition has been granted the gymnast will need to be judged by a minimum of 3 national level judges no less than one week prior to departure and achieve a higher score than the # 6 gymnast in order to take be granted the # 6 spot.
- 1.2.2.3.5. The 6<sup>th</sup> place athlete will have the option to also be verified with the same panel as the petitioning gymnast. However, she may choose to keep her original score.
- 1.2.2.3.6. If the gymnast does not achieve a higher score than the # 6 gymnast but does achieve a higher score than the # 7 gymnast, then she will become the alternate.
- 1.2.2.3.7. In the event of a tie for 6<sup>th</sup> place, or alternate position, if both gymnasts are age eligible the tie will be broken using their highest event score. If there is still a tie the next highest event(s) will be used until the tie is broken.
- 1.2.2.3.8. See Article 3 Subsection 3.2 for Coach Selection procedure.

#### 1.2.5. Canadian Championships

- 1.2.5.1. For CCP9 and CCP10 Team Eligibility Requirements please refer to the [CCP Manual](#).
- 1.2.5.3. To qualify for Canadians gymnasts must compete at MB Open Championships and rank to qualify for a team in their age group/category or in a higher age group or category.
- 1.2.5.2. High Performance eligibility is based on age prescribed by Gymcan's [High Performance Manual](#). Given that these basic requirements are met, selection will use the following criteria: Manitoba Opens.

### Article 2 - Judges

#### 2.1. General Philosophy for Selection Competitions

- 2.1.1. A coach may not act as the Event Head Judge in a category involving her own gymnast. A coach should not judge her own gymnast in any selection meet if adequate numbers of judges are available for the formation of panels.
- 2.1.2. Neutral (Brevet) Event Head Judges will be used at all team selection meets where possible.

### Article 3 - Coaches

#### 3.1. Coaches for the teams representing Manitoba are selected by the following method:

- 3.1.1. To qualify for selection for Westerns, a coach must have a minimum of Competition 1 certified status.

- 3.1.2. To qualify for selection as a coach at any Gymcan National Stream Competition a coach must have a minimum of Competition 3 certified status.
- 3.1.3. Coaches are awarded points for the gymnasts ranking on team. Highest total earns position of coach. Example:

Gymnast's points:	1st	6 points
	2nd	5 points
	3rd	4 points
	4th	3 points
	5th	2 points
	6th	1 point

3.2. Procedure:

- 3.2.1. The selection for coach is made by adding the gymnast's points. The coach with the highest total will be selected.
- 3.2.2. In the case of a tie, the coach with the highest-ranking gymnast is selected.

eg.#1	Gymnast	1st = 6 pts.	#2 Gymnast	2nd = 5 pts.
		4th = 3 pts.		3rd = 4 pts.
	TOTAL	9 pts.		9 pts.

Coach of #1 is selected.

- 3.3. If the selected coach cannot, or will not be available to, coach the team, the next point ranked coach will assume the Team Coach position, appointed by the MGA.
- 3.4. Only assigned coaches are allowed on the floor with the team unless assistance is requested by the assigned coach and unless the competition rules allow for such a request.

Article 4 - Rules and Philosophy of Teams Representing Manitoba

4.1. Team Practices

- 4.1.1. The objective of team practice(s) should be:
  - 4.1.1.1. To familiarize the athlete and team coach;
  - 4.1.1.2. To familiarize the team members and to promote team spirit.
  - 4.1.1.3. To enable the team to work together in a simulated competition situation, with timed warm-up and full routines.
  - 4.1.1.4. To foster an atmosphere of spirit and encouragement between team members, which will result in an enjoyable and successful meet for the Manitoba delegation.
- 4.1.2. Prior to the planned team practice(s), the appointed team coach must meet with the coaches of the athletes involved to enable the team coach to ensure the continuity of existing training programs of each athlete and to prevent any severe alteration at such late date.
- 4.1.3. There will be a minimum of 1 team practice to be held in a location to be determined by the WTC.
- 4.1.4. Practice(s) must be completed one week prior to departure.

- 4.1.5. All team members and alternates must attend team practice(s) and the team must practice together. Carded and National Team Members must attend team practice(s), but need not participate.
- 4.1.6. Judges assigned to the specific meet must attend the team practice(s) to:
  - 4.1.6.1. Familiarize themselves with the routines of the Manitoba Team.
  - 4.1.6.2. To offer written suggestions to the coaches (club and team coach) of each athlete to further enhance Manitoba routines.
- 4.1.7. All team members must be ready to perform full routines at team practice(s). Athletes with recent injuries or illness, who are absent from the team practice(s) with petition and medical certificate, must be prepared to show full routines to an assigned panel of judges and WTC Chairperson or Vice-Chairperson at least 1 week prior to departure, or they will not be sent with the Provincial Team.
- 4.1.8. Failure of athletes, coaches, or judges to adhere to the above rules will result in an inquiry and a possible disqualification of the offender as a result of a vote by the WTC, ratified by the MGA Executive Committee.

#### 4.2. Competition Order

- 4.2.1. Competitor order on each event will be based on the complete results attained in the qualifying competitions. This order will be discussed with each athlete's coach when the Team Coach/Athlete Coach meeting takes place. All coaches involved must agree upon any changes to the competitive order.

#### Article 5 - Manitoba Teams - Uniforms

- 5.1. The official Province of Manitoba colors are required for teams representing the Province under specific provincial funding. (i.e. Teams under the "Provincial Team" assistance package, Canada Winter Games.)
- 5.2. The Women's Technical Committee will select the team leotard.

#### Article 6 - Reporting

- 6.1 Selected coach(es) and official(s) must submit a verbal report to the WTC at the next meeting. Report to include positive aspects, negative aspect, outcome, suggestions for improvements, trends and complete set of results.
- 6.2. Selected coach(es) and official(s) will be provided a per diem in advance of the meet(s) where possible. For other approved expenses, they must submit an Expense Claim Form to the Executive Director within seven (7) days of the completion of the event. Expenses submitted after the seven (7) day period will not be reimbursed.

## APPENDIX A

### The Petition Process

#### General Information:

1. The petition must be in writing and must include the information listed under Petition Protocol.
2. It is the responsibility of the coach of the athlete to ensure that all required documentation is available at the submission of the petition.
3. The petition will only be accepted from the coach of the athlete.
4. All petitions will be dealt with individually.
5. A gymnast may not be petitioned for a second consecutive year as a result of not having attained the minimum required score.

#### Petition Protocol:

##### a) Medical Petition

1. All petitions must be presented to the Women's Technical Committee for consideration.
2. The coach must provide in writing the routine content and start value of the individual being petitioned. All routine information must be with regards to a routine that the athlete has competed.
3. The coach must provide documentation illustrating prior and most recent competitive results of competitions that the athlete has attended. These results must, be from competitions that are of the same level that the athlete is petitioning *for*.
4. Medical documentation must include the nature of the injury/illness and the expected recovery time to return to regular training.

##### b) Petition for Not Attaining the Minimum Score

1. All petitions must be presented to the Women's Technical Committee for consideration.
2. The coach must provide in writing the routine content and start value of the individual being petitioned. All routine information must be with regards to a routine that the athlete has competed.
3. The coach must provide documentation illustrating prior and most recent competitive results of competitions that the athlete has attended. These results must be from competitions that are of the same level that the athlete is petitioning *for*.

#### Petitions will be considered in the following order:

1. Athletes that are injured but have demonstrated the ability to achieve the required score on several occasions. This ability must be supported by documentation provided to the WTC by the athlete's coach.
2. Athletes that have not achieved the minimum score but have demonstrated the ability to achieve the required score on several other occasions. This ability must be supported by documentation provided to the WTC by the athlete's coach.
3. An athlete who can contribute to the team on 3, 2, or 1 event. This event contribution must be supported by documentation provided to the WTC by the athlete's coach.
4. An athlete who has the ability to medal on at least one event. This ability must be supported by documentation provided to the WTC by the athlete's coach.