



Women's Technical Committee
Regulations

December 2023

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Acronyms

AA	All Around
AGM	Annual General Meeting
CCP	Canadian Competitive Program
FIG	Federation Internationale de Gymnastique
HP	High Performance
MGA	Manitoba Gymnastics Association
WAG	Women's Artistic Gymnastics
WTC	Women's Technical Committee

Section I – Objectives, Structure and Operation of the Women’s Technical Committee (WTC)

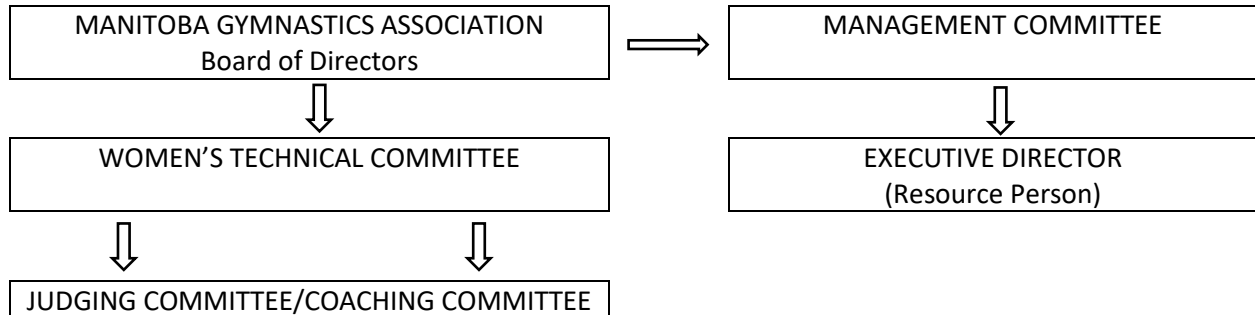
Article 1 – Objectives

- 1.1. The objectives of the WTC of the Manitoba Gymnastics Association (MGA) are:
 - 1.1.1. To develop programs to upgrade athletes, 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. Chairperson
 - 2.1.2. Vice-Chairperson
 - 2.1.3. Judging Chairperson
 - 2.1.4. Coaching Chairperson
 - 2.1.5. Athlete Representative
 - 2.1.6. Each member competitive club with provincial and/or national competitive athletes shall have the right to appoint one voting representative.
- 2.2. The Executive Director and MGA President and 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 ever two (2) years and ratified by the WTC.

- 2.7. A request for nominations for Athlete Representative will go out to the clubs. Athlete Representative is elected by Provincial Team Member (Age 14 or older as of election date) following Canadian Championships every 2 years via video conference.



Article 3 – Duties of WTC

3.1. The function of the Technical Committee are:

- 3.1.1. To be directly responsible to, accountable to and report to the Board of Directors of the MGA, through the Technical Chairperson, on:
 - 3.1.1.1. All technical policy
 - 3.1.1.2. All short 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 the Board of Directors 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 and Provincial/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 Board of Directors appoints a successor.
 - 4.2.3. To carry out such duties as the Committee may assign.
- 4.3 Judging Chairperson
- 4.3.1. See WAG Judging Regulations.
- 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 other duties as the Committee may assign.
- 4.5 Athlete Representative
- 4.5.1. Must be 18 years or older and be a current or retired Provincial Team Member or HP athlete within the last five years.
 - 4.5.2. Regarding voting (if a non-retired athlete), must abstain from voting on any conflicts of interest related to themselves.
 - 4.5.3. To act as the athlete representative for activities and decisions made by the WTC as well as to contribute to the overall building of the WAG program.
 - 4.5.4. 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 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. If the "Chair's" club has another representative at the meeting, the club may be

included in the number required to form a quorum. If six votes are present, the complement of votes does not need to be as designated above.

- 5.7. Motions arising at any meeting shall be decided by a simple majority of votes cast.
- 5.8. The Chairperson shall have the right to vote on all questions, but in the event of a tie, the motion shall be declared lost.
- 5.9. The Chairperson or Vice-Chairperson shall call a meeting of the Committee at the time of the request of any three members of the Committee, the request clearly stating the business to be conducted at the meeting.
- 5.10. 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.
- 5.11. All meetings will follow rules and regulations in order identified in Robert's Rule of Order.
- 5.12. 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 results of the vote delineating each WTC member's vote.

Article 6 – Reporting and Responsibility Regulations of the WTC

- 6.1. The gymnastics year, for the 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 email address is known to the Chairperson and Executive Director and shall advise of any changes.
- 6.4. The Chairperson shall present in writing, to the Board of Directors, any motions made by the WTC requiring ratification by the Board of Directors.
- 6.5. The Chairperson must present all matters requiring ratification by the Board of Directors 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 one week 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 out by a simple majority of the sub-committee members.

Article 9 – Provincial Awards

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

Section II – Manitoba Competitive Structure

Article 1 – Competition Levels

1.1. Age Classifications

- 1.1.1. Age of athlete is based on their age as of December 31 in the membership year (September 1 – August 31) in which they are competing.
- 1.1.2. To compete in the following level athletes must be the born in the following birth years or earlier:

Level 5 and 6 – 2018

Level 7 – 2017

Level 8 - 2016

- 1.1.3. Any petitions must be submitted in writing 30 days prior to the competition for a gymnast who does not meet age requirements. 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.
- 2.2. All competitive athletes must be registered three weeks prior to their first competition.

Article 3 – Club Transfers

- 3.1. An athlete must not register with more than one club as a competitive athlete. All athletes must wait 90 days before competing for the new club. The 90-day waiting period commences when the [transfer form](#) is received, processed by the Administrative Assistant and to sent the receiving club within seven calendar days.
- 3.2. An athlete 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 athlete is eligible for awards and team placement but does not qualify for coaches' points in selection of a team coach or for team points in team competitions.

- 3.3. As of August 31, preceding the new competitive season, all athletes 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](#).
- 4.2. For Levels 1-8 within the province, a maximum of 40 cm of supplementary matting may be used below the uneven bars. For out of province travel, please refer to host provinces/state's Technical Regulations.
- 4.3. 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. Athletes 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 of 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 order of events will be drawn by clubs then for athlete order on each event. A maximum of 10 athletes per rotation will be allowed. If necessary, a fifth group will be formed and each group will have a “bye”.
- 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 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 \$10.0 late penalty fee. No entries will be accepted after this 5-day period.
- 5.7. Entry fees for Provincial Championships will be \$125.00 per competitor.

- 5.8. For all Provincial Championships and Selection Meets, a refund will be given upon receipt of a formal medical certificate (from a medical professional). Medical refunds are available up until the beginning of the participant's competitive session. The refund will be the registration fee less an administrative fee (listed in the registration packet). For Provincial Championships and Selection Meets the maximum administrative fee is \$40.00.
- 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 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 competition 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 Level 5-10, 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 of any Provincial Championship Competition will consult with the Executive Director to ensure that the entry forms contain all 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. Recommended Schedule
 - Day 1: Level 10 athletes. Those not qualifying for Canadians or Westerns in Level 10 may complete in Level 9 on Day 2.

- Day 2: Level 9 athletes. Those not qualifying for Canadians or Westerns in Level 9 may complete in Level 8 on Day 3.
 - Day 3: Level 8 athletes.
 - An athlete is only allowed to drop one level/compete a maximum of 2x during the Manitoba Open Competition.
- 6.2.2. All athletes may compete in a higher age group but may not drop back in later years in the Manitoba Open 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. The athlete's club must declare intent to participate prior to the start of the draw for Manitoba Open.
- 6.2.4. Manitoba Opens will be determined 2 years in advance and will rotate amongst the interested clubs. The schedule is as follows.
- 2024 – Panthers Gymnastics
 - 2025 – Springers Gymnastics
 - 2026 – Panthers Gymnastics

6.3. CCP 5-7 Provincial Championship

- 6.3.1. Provincial Championships in Levels 5-7 will be determined by this competition.
- 6.3.2. Provincial Championships will be determined 3 years in advance and will rotate amongst the clubs. The schedule is as follows.
- 2024 – Keystone Kips Gymnastics
 - 2025 – Panthers Gymnastics
 - 2026 – Springers Gymnastics
 - 2027 – Winnipeg Gymnastics Centre

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. Athletes may choose to wear masks while performing. No deductions will be applied.

Article 7 – Sanctioning

- 1.1. 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 for Provincial Championships:

8.1.1.	5 or less competitors	1-3 All Around, 1-3 for events
8.2.1.	6-10 competitors (inclusive)	1-3 All Around, 1-5 for events
8.3.1.	11-20 competitors (inclusive)	1-8 All Around and for events
8.4.1.	21 or over competitors (inclusive)	1-10 All Around and for events

Article 9 – Mobility

- 9.1. All athletes will compete in the level which the athlete’s coach deems appropriate. Athletes may be in the same or higher level from the previous competitive season.

Section III – Selection of Teams Representing the Province

Article 1 – Athletes

1.1. General Philosophy and Regulations

- 1.1.1. To select athletes 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 athletes coaches.
- 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 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, if 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 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 an athlete is sick or injured and is unable to participate on the team, the coach must inform the MGA Executive Director and the WTC Chairperson to determine if is possible to replace the athlete. 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 athlete’s training program and include the performance of routines in a non-competitive environment.
- 1.1.9. Teams representing the province will be ratified following the selection meet.

1.2. Selection of Teams Representing the Province

- 1.2.1. Western Canadian Championships and/or Canadian Championships
 - 1.2.1.1. For eligibility for the Western Canadian Championships please refer to the Western Canadian Championships Policy and Technical Manual. For eligibility for Canadian Championships, please refer to the [CCP Manual](#). 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.
 - 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 final team position, or alternate position, if both athletes are age eligible the time 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 athletes 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 athletes from Manitoba Opens will be placed on a team regardless of age category but with respect to age requirements. Beginning with the first-place athlete, teams will be filled at the discretion of the athlete's coach, until all teams are complete.
 - 1.2.1.7. Permanent residents of Manitoba will have priority in team selection. If there are remaining spaces, foreign athletes will be named to the team.
 - 1.2.1.8. The MGA will work with the Western Provinces to obtain as many wildcard positions as possible for Manitoba. Priority order of requested spots will be discussed with WTC. Wildcard gymnasts are part of the team for funding purposes however their scores do not count for the team competition.
- 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. CCP 9 athletes can try out for the Canada Winter Games team. If they do not make the team, they are able to return to CCP 9 following trial competition.
 - 1.2.2.3. Selection Process
 - 1.2.2.3.1. There will be two selection meets. All athletes must compete at both meets. The athletes' score for team 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 7th place finisher named to the alternate position.

1.2.2.3.2. See Article 3, Subsection 3.2. for Coach Selection procedure.

1.2.3. Petitions

- 1.2.2.1. Prior to the qualifying competition, petitions will be considered due to injury, health, or other extenuating circumstances. Petitions will only be considered after the qualifying competition if the athlete is injured or ill during the competition.
- 1.2.2.2. To submit a petition the athlete's coach must submit a Petition Form to the Executive Director whom will immediately circulate it to the WTC. A majority vote of the WTC will determine if a petition will be considered.
- 1.2.2.3. In the case the petition has been granted the athlete will need to be judged by a minimum of 2, maximum 3 national level judges no less than one week prior to departure and achieve a higher score than the #6 athlete to be granted spot.
- 1.2.2.4. Any athlete previously named to the team and in jeopardy of losing their spot will have the option to also be verified with the same panel as the petitioning athlete. However, she may choose to keep her original score.
- 1.2.2.5. If the athlete does not achieve a higher score than the #6 athlete but does achieve a higher score than the #7 athlete, then she will become the alternate.
- 1.2.2.6. In the event of a tie for 6th place, or alternate position, 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.
- 1.2.2.7. A maximum of 3 petition athletes could be named to the team.

1.2.4. Judges

- 1.2.4.1 For selection competitions, a coach may not act as the Event Head Judge in a category involving her own athlete. A coach should not judge her own athlete in any selection meet if an adequate number of judges are available for the formation of panels.

Article 2 – Coaches

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

- 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 a Gymcan National Stream Competition a coach must have a minimum of Competition 2 certified status. Those who do not meet the standard may be named but must be granted an exemption from Gymnastics Canada.
- 3.1.3. Two coaches will be assigned to each Level/Age Category for the purpose of coach selection, where teams are less than 3 individuals only one coach will be assigned. If a club does not have one coach, through points allocation a maximum of one coach will be funded to be on the team. Additional exceptions may be considered to ensure Rule of Two is followed.

3.1.4. Coaches are awarded points for the gymnast ranking on team. Highest total earns position of coach.

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

3.2. Procedure

3.2.1. The selection for each coach is made by adding the athlete'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 athlete is selected.

Example:	#1 Athlete	1 st = 6 pts	#2 Athlete	2 nd = 5 pts
		4 th = <u>3 pts</u>		3 rd = <u>4 pts</u>
	Total	9 pts		9 pts

Coach of #1 Gymnast 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.

3.5. Self-funded coaches must express their intent to attend if not selected 30 days prior to Manitoba Open.

Article 3 – Rules and Philosophy of Teams Representing Manitoba

4.1 Team Practices

4.1.1. The objective of team practices(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 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 in the month prior to departure.
 - 4.1.4. All team members 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.
 - 4.1.5. Judges assigned to the specific meet are recommended to attend the team practice(s) To offer written suggestions to the coaches (club and team coach) of each athlete to further enhance Manitoba routines.
 - 4.1.6. 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.
 - 4.1.7. 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.
- 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 meeting takes place. All coaches involved must agree upon any changes to the competitive order.
- 4.3 Team Travel
- 4.2.1. Any requests for deviation to the Team Travel arrangements are at the cost of the requesting individual(s) with an additional \$25.00 MGA administrative surcharge.
 - 4.2.2. All athletes, coaches and officials representing Manitoba must adhere to the [Code of Conduct and Provincial Team Code of Conduct](#).

Article 4 – 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 leotards.

Article 5 - 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 aspects, outcome, suggestions for improvements, trends, and complete set of results.
- 6.2 Selected coach(es) and official(s) will be provided with per diem in advance of the meet(s) where possible. For other approval 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. A petition form must be submitted to the Executive Director then distributed to the Women's Technical Committee for consideration.
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.

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. 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.
3. 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.