

2024 SOUTHEAST ASIA (SEA) OPEN FIGURE SKATING TROPHY

July 27 – 29, 2024 Manila, Philippines



JULY 27 - 29, 2024
SM SKATING MALL OF ASIA, MANILA, PHILIPPINES

Supported By:



SM SKATING       @PhilippineSkating

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1. WELCOME

The Philippine Skating Union and the Organizing Committee are glad to invite you to participate in the 2024 Southeast Asia (SEA) Open Figure Skating Trophy.

2. GENERAL REGULATIONS

The 2024 SEA Open Figure Skating Trophy in Single Skating will be conducted in accordance with the ISU Constitution and General Regulations 2024, as well as the current ISU Rules and Regulations and ISU Communications valid for the Season 2024/2025.

Participation in the 2024 SEA Open Figure Skating Trophy is open to all competitors who belong to an ISU Member, and qualify with regard to eligibility to Rule 102, provided their ages fall within the limits specified in Rule 108, paragraph 3 a) and they meet the participation citizenship and residency requirements in Rule 109, paragraphs 1 through 5 and ISU Communication 2526 or any update of this Communication.

In accordance with Rule 109 of the ISU General Regulations and ISU Communication 2526: A Clearance Certificate is required for Skaters in the following circumstances:

1. Any Skater who is not a citizen of the ISU Member's country, whom the ISU Member intends to enter in ISU Championships, other ISU Events and/or International Competitions in the coming season,
2. Any Skater who is a citizen of the ISU Member's country and who has in the past represented another ISU Member in ISU Championships, other ISU Events and/or in International Competitions, whom the ISU Member intends to enter in ISU Championships, other ISU Events and/or International Competitions in the coming season.

Competitors must be entered through their respective ISU Member Federation.

3. TECHNICAL DATA

Place of competition: SM Mall of Asia Ice Skating Rink

Level 3 Main Mall, SM Mall of Asia, Seaside Blvd., Pasay City, Philippines
(an indoor ice-rink with the ice surface of 60x30m, air-conditioned)

INTERNATIONAL FIGURE SKATING COMPETITIONS: (all Categories in accordance with current ISU Rules)

Men: Basic Novice, Intermediate Novice, Advanced Novice, Junior, Senior

Women: Basic Novice, Intermediate Novice, Advanced Novice, Junior, Senior

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SENIOR

MEN	<u>Short Program</u>	The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2024, Rule 611, paragraphs 1 and 2. Duration: 2 min., 40 sec. +/-10 sec
	<u>Free Skating</u>	In accordance with ISU Technical Rules Single & Pair Skating 2024 Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value. Duration: 4 min., +/-10 sec.

WOMEN	<u>Short Program</u>	The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2024 Rule 611, paragraphs 1 and 2. Duration: 2 min., 40 sec. +/-10 sec
	<u>Free Skating</u>	In accordance with ISU Technical Rules Single & Pair Skating 2024, Rule 612 and the respective ISU Communication. Duration: 4 min., +/-10 sec.

JUNIOR

MEN	<u>Short Program</u>	The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2024 Rule 611, Paragraphs 1 and 3 for 2024/2025 Duration: 2 min., 40 sec. +/-10 sec
	<u>Free Skating</u>	In accordance with ISU Technical Rules Single & Pair Skating 2024, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value. Duration: 3 min., 30 sec. +/- 10 sec

WOMEN	<u>Short Program</u>	The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2024 Rule 611, Paragraphs 1 and 3 for 2024/2025 Duration: 2 min., 40 sec. +/-10 sec
	<u>Free Skating</u>	In accordance with ISU Technical Rules Single & Pair Skating 2024, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value. Duration: 3 min., 30 sec. +/- 10 sec

NOTE: EFFECTIVITY OF NEW RULES PENDING ISU CONGRESS DECISIONS WILL BE ON JULY 1ST, 2024.

Please refer to ISU Communication No. 2623 for Juniors & Seniors.

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ADVANCED NOVICE

BOYS	<u>Short Program</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 2 min., 20 sec. +/-10 sec
	<u>Free Skating</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 3 min., +/- 10 sec

GIRLS	<u>Short Program</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 2 min., 20 sec. +/-10 sec
	<u>Free Skating</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 3 min., +/- 10 sec

INTERMEDIATE NOVICE

BOYS	<u>Free Skating</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 3 min., +/- 10 sec
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GIRLS	<u>Free Skating</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 3 min., +/- 10 sec
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BASIC NOVICE

BOYS	<u>Free Skating</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 2 min., 30 sec. +/-10 sec
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GIRLS	<u>Free Skating</u>	In accordance with ISU Communication No. 2624 or any subsequent updates Duration: 2 min., 30 sec. +/-10 sec
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NOTE: EFFECTIVITY OF NEW RULES PENDING ISU CONGRESS DECISIONS WILL BE ON JULY 1ST, 2024.

Please refer to ISU Communication No. 2624 for Novices.

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STARTING ORDER - DRAW

Rule 512 Draws

The draws for the starting order of all Segments are made publicly by the Referee. The Referee should ask the Organizing Committee to check the correct spelling of the names of the Competitors and Officials.

Starting numbers shall be drawn by each Competitor, if present, by official representatives of their ISU Member or by members of the Organizing Committee.

The official announcement of the entries and of the panels of Officials is made by the Referee of each competition at the time of the first starting order draw of that competition.

Draw schedule for: Novices, Juniors, Seniors - Will be published after final entry

STARTING ORDER FREE SKATING

In all categories in Free Skating the starting order will be reversed to the results after the Short Program. Draws will be published on the same day at philippineskating.org

4. ENTRIES

4.1. Entries of Competitors

ISU Members must enter their competitors and their substitutes via the ISU Online Registration System (ORS) Link to the ORS: <https://fsk-ors.isu.swisstiming.com>

All competitors must be entered through their respective ISU Member Federation/Association. Entries by names must be made through electronic registration system. In case of any problems with the registration procedure, you can contact:

E-mail: seatrophymnl@gmail.com

The OC reserves the right to limit the number of participants to three (3) entries in each category per ISU Member.

After closing of entries if additional places are available, those members who requested additional places will be contacted.

Entries by names must be sent not later than **MONDAY, JULY 8, 2024, 11:59PM (local time Manila)**

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4.2. Entries of Team Officials

Official entries of Team Leaders, Assistant Team Leaders, Team Medical Staff, Coaches and Chaperones must be made via the ORS. Accreditation will be provided to those who are officially accepted by the Organizer.

Please be advised that only one (1) Coach and one (1) Chaperone per Skater will be accredited. An Assistant Team Leader will be accepted for Teams having six (6) and more Skaters. Not more than one (1) Team Doctor and one (1) Team Physiotherapist will be accepted as the Team Medical Staff, for which the organizer requests the right to have a medical certification (document) presented before accreditation.

5. ENTRY FEE

With the entry to the competition, the entry fee must be paid as follows:

- USD 120 – Basic Novice, Intermediate Novice
- USD 150 – Advanced Novice, Junior & Senior

The entry fee will not be refunded in case of withdrawals for any reason.

After the final entry of **MONDAY, JULY 8, 2024, 11:59PM**, respective Member Federation will receive an email for Entry fee. Entry fee must be paid within 5 business days after receiving invoices. After 5 business days nonpaid entries will be automatically deleted.

Any late payments after the deadline will incur a USD 30 late payment fee.

6. MEALS, LODGING and TRAVEL EXPENSES

The organizer will arrange full board accommodation for the: Referees, Judges (drawn), Technical Controller, Technical Specialists and Data and Replay Operators beginning with **lunch/dinner FRIDAY, JULY 26, 2024, until breakfast on TUESDAY, JULY 30, 2024.**

The **travel expenses (flight and airport transfers)** will be covered only for Invited Referees, Technical Controller, Technical Specialist and Data and Replay Operators.

The organizer will not be able to cover any expenses for competitors and team officials.

7. MUSIC/PLANNED PROGRAM CONTENT

All Competitors shall furnish competition music of excellent quality on mp3 format by sending the file(s) to music.phsu@gmail.com until July 13, 2024 (two weeks before the event). Any other format is not accepted

In accordance with Rule 343, paragraph 1, the title of the file must show the Competition event, Competitor's name, the Nation, and the exact running time of the music (not skating time) including any starting signal. Each program (short program, free skating) must be recorded on a separate USB stick.

Example: JuniorWomen_SP_Surname-Name_PHI_2:48

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The titles, composers, and orchestras of the music to be used for the Short Program and Free Skating must be listed for each Competitor on the dedicated ISU platform.

The Planned Program Content must also be entered by the ISU Member or the Skater(s) on the dedicated ISU platform. It is mandatory that the Program Content information be filled in precisely by each Skater/team in English using the terminology for the elements listed in the respective ISU Communication. Dedicated ISU platform will be - <https://portal.isu.swisstiming.com/>

If music information is not complete and/or the music is not provided, accreditation will not be given.

With the entry forms, the “Program Content Sheet” must be returned to the Organizing Committee in time via the ORS. It is mandatory that the Program Content Sheet be filled in precisely by each Skater/team in English using the terminology for the elements listed in the respective ISU Communication.

8. OFFICIAL HOTEL

The official Hotels for SEA Open Figure Skating Trophy 2024 is **Lanson Place Mall of Asia**



Location:

- Mall of Asia Complex, Blk 12 Palm Coast Avenue, corner Seaside Blvd, Pasay 1300 Manila
- 400m from SM Mall of Asia approximately 5-minute walk to the venue

Hotel Rate:

Room Type	Period		Room Rate Single or Double Occupancy
	Check In	Check Out	
Superior	July 26, 2024	July 30, 2024	Php 6,500/ night (est. \$112/night)

- Guests may check in on July 25 and check out on July 31 with the same rate. Subject to availability

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- Room rates are per room per night with a maximum occupancy of 2 adults.
- Room rates are quoted in Philippine Peso and are inclusive of tax and service charge, 10% Service Charge, 12% VAT and .825% Local Government Tax.
- Rooms may be subject to availability

Rates Inclusions:

- Daily Buffet Breakfast at CYAN Modern Kitchen
- Complimentary bottles of mineral water
- Coffee/Tea makers set-up in the room
- Complimentary 10mbps wireless internet access in room and public area
- Free use of the infinity swimming pool and fitness center

Children:

- Children Accommodation Policy: One child 12 years and below stays free using the existing bed set up.
- Children's Breakfast Policy: Children 0-5 years old are entitled to a complimentary buffet breakfast at CYAN while children 6-12 years old will enjoy a 50% discount from the published rate.

Cancellation Policy:

- Any cancellations made by July 10, 2024 onwards will be subject to a 100% cancellation fee.
- Cancellations made before July 10, 2024, will be subject to a cancellation fee equivalent to one night (Php 6,500).

Payment Terms:

Full payment is required upon room reservation **on or before 10 July, 2024**.

Check-in/Check-out Time:

- Standard check-in time for hotel guests is at 3 PM and check-out is 12 noon.
- Early check-in and late check-out are subject to availability and may have corresponding charges.

BOOKING INSTRUCTIONS:

- 1) Visit Link: <https://tinyurl.com/4nwfyh7m>
- 2) Use Promo Code: PSU2024 (group rate will not be visible without this)
- 3) Group Rate Validity: special rate will only be visible for the period of July 22 – 31 in the booking engine
- 4) Group rate will only be visible and bookable until Jul 10, after which any excess will be automatically released to house availability.

In case of booking problems, or preference to book higher room categories you may get in touch with Ira Logarta at IraDenice.Logarta@lansonplace.com

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9. AIRPORT PICKUP SERVICE

The nearest airport to Manila, Philippines, is the Ninoy Aquino International Airport with a distance of approximately 7 km to the official hotel. The Organizing Committee will provide ground transportation services for all Referees, the Technical Panel (Technical Controller, Technical Specialists, Data & Replay Operators) and Judges.

Participating teams are to take care of their own travel from airport to the hotel. Below are the rates available for airport transfer by Lanson Place Mall of Asia. Taxi services are also available at the airport.

- Car PHP 2,500 per car (up to 3 persons with luggage)
- Van PHP 3,450 per coaster (up to 10 persons with luggage)

10. ACCREDITATION

The accreditation desk will be available during the following period and location:

Date: July 26 & 27, 2024

Time: 1-5PM

Location: TBD

Please have a copy of your passport with you upon accreditation.

Timing may be subject to changes and the team leader will be informed accordingly.

11. PDPA

By entering all participants accept that personal data are collected by the Organizing Committee (OC) and such data are stored and used by the OC and when necessary, third parties, for the purposes only of and to the extent necessary only in relation to facilitate their participation in the competition. Personal data may include but will not be limited to full legal name as per national identity documents, address, date of birth, nationality, gender.

12. INSURANCE / LIABILITY

In accordance with Rule 119, it is the sole responsibility of each Member participating in the 2024 SEA Open Trophy, to provide medical and accident insurance for their athletes, officials and all other members of the Member's team. Such insurance must assure full medical attendance and the return of the ill or injured person to the home country by air transport or by other expeditious means. It is an internal matter of each ISU Member to decide the issue who shall pay the premium for such insurance.

The Organizer assumes no responsibility for or liability with respect to bodily or personal injury or property damage in connection incurred by Competitors and Officials. The medical emergency service will be present at the ice-rink during the Competition.

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13. PROGRAM SCHEDULE

Accreditation	July 26-27, 1PM-5PM
Team Leader Meeting	July 26, 6PM
Skaters' Draw	July 26, 7PM
Official Practice	TBD
Competition	July 27: Basic & Intermediate Novice July 28-29: Advanced Novice, Junior, & Senior
Award Ceremony	July 27: Basic & Intermediate Novice July 29: Advanced Novice, Junior, & Senior

14. RESULTS

The marking system (ISU Judging System) as described in ISU Technical Rule Single & Pair Skating, Rule 352 and Rule 353 (Determination and publication of results) will be used.

15. PRESENTATION OF MEDALS

The three best placed Skaters in each event will be announced and honored. Gold, silver and bronze medals will be presented to the medalists. All participants will receive a certificate with their placement. The exact time of the Award Ceremonies will be announced in the detailed schedule in due time. Please make sure that all skaters are represented at the Ceremony.

16. FURTHER INFORMATION

For further information, please contact:

2024 Southeast Asia (SEA) Open Figure Skating Trophy Organizing Committee – Manila

E-mail: seatrophymnl@gmail.com

We hope to see you in Manila!